Micro

Annual Report

1981-1982

Alberta

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The Honourable G. Amerongen
Speaker of the Legislative Assembly of Alberta

Dear Mr. Speaker:

We have the honour to submit the Annual Report of Alberta Advanced Education and Manpower for the fiscal year ended March 31, 1982. During this reporting period, the Honourable James D. Horsman was minister of the combined portfolio.

Respectfully submitted,

Ernie Isley

Dick Johnston
Minister
Alberta Advanced Education

Ernie Isley
Minister
Alberta Manpower

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REPORT OF THE DEPUTY MINISTER

In accordance with the Legislative Assembly Act, this report summarizes the transactions and affairs of the Department for the period April 1, 1981 to March 31, 1982.

During this year programming continued to grow, responding to the educational and employment needs of Albertans. Existing programs were improved and expanded, new programs were approved for implementation, and various initiatives begun in 1980-81 were implemented and enhanced.

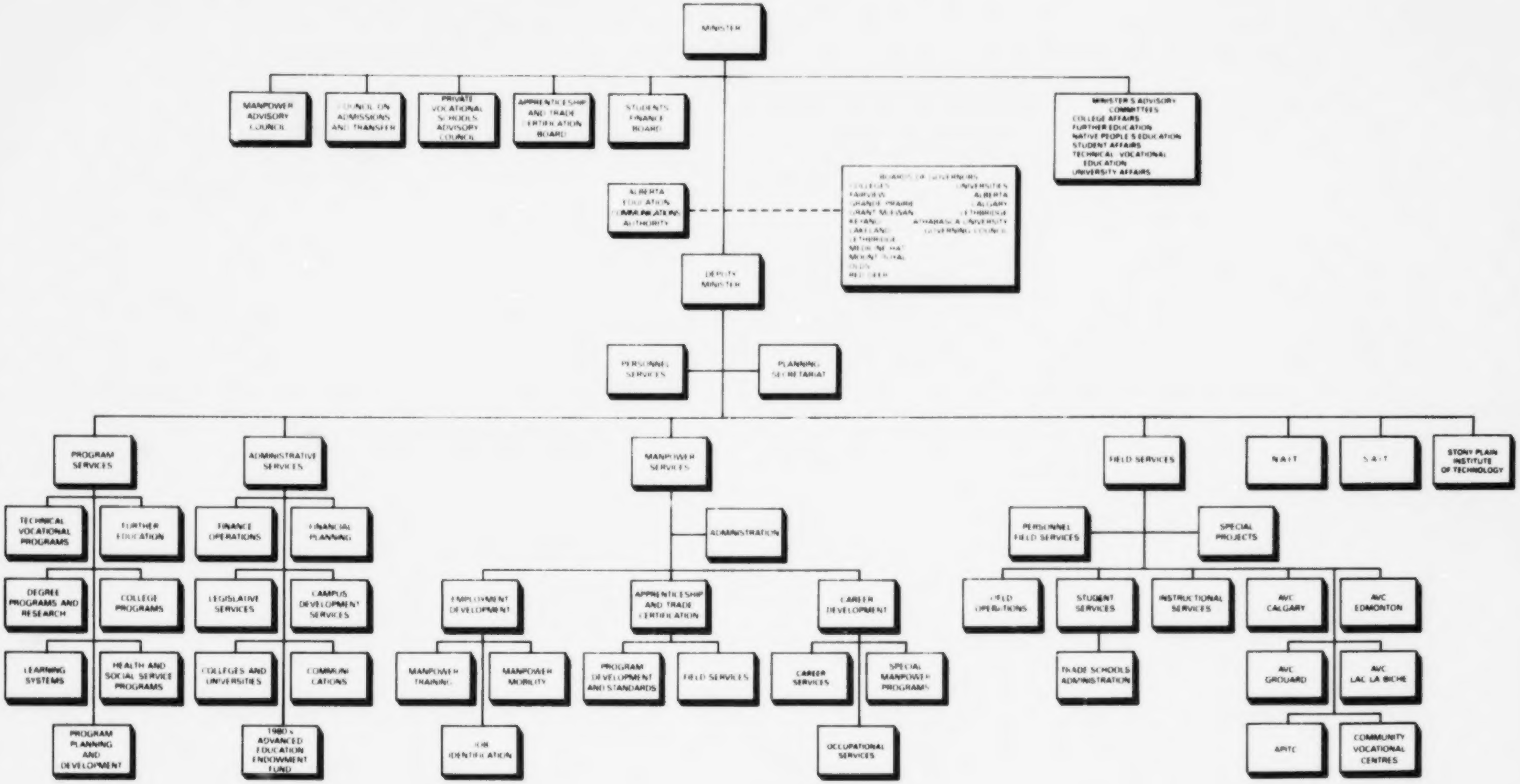
Major accomplishments of the Department included the following:

- An Act establishing the Alberta Heritage Scholarship Fund of $100 million was passed by the Legislature on April 28, 1981. During the year, 4 295 Albertans received awards and scholarships totalling almost six million dollars.
- Since its establishment in May 1980, the 1980's Advanced Education Endowment Fund has resulted in private donations of over $17 million for Alberta's post-secondary institutions. These donations have been matched by the Fund.
- In accordance with the Program Coordination Policy, the Department approved 53 new programs during the year for implementation in the post-secondary education system.
- The transfer of responsibilities of the hospital schools of nursing at the University of Alberta Hospital, the Misericordia Hospital, the Royal Alexandra Hospital and the Foothills Hospital from the Department of Hospitals and Medical Care to the Department of Advanced Education and Manpower was finalized.
- Certain sections of the Technical Institutes Act were proclaimed during the year to provide for a transition of NAIT and SAIT, and the new Institute of Technology, Stony Plain, from provincially administered institutions to board-governed institutions, effective April 1, 1982.
- Institutional programs were expanded for early childhood education, and plans were completed for a province-wide upgrading program for day-care workers.
- An advisory committee was established to provide direction for the development of the Alberta Petroleum Industry Training Centre.
- A Critical Trade Skills Training Program was implemented; this program was designed to encourage Alberta employers to undertake the training of workers in highly skilled occupations experiencing chronic shortages. The Department contracted with employers to a value of $1.5 million for the training of workers in the workplace.
- The Department sponsored Spectrum '82, a conference on adult education. The Conference brought together some 900 educators from across the Province and Western Canada to discuss relevant issues and new developments in adult education.
- During 1981 over 4 360 Albertans received journeyman status in 36 trades, while a further 9 502 were enrolled as new apprentices. Registered apprentices totalled 28 157 in Alberta during the year.

In the next fiscal year, the Department will continue to respond to the educational and manpower needs of Albertans. Reviews of a number of acts and policies affecting the Department and of new ways of providing support to both students and post-secondary institutions will be conducted. The Department will also continue to refine the development of employment data to assist individuals and employers in determining long-range labour demands.

Respectfully submitted,

Henry Kolesar
Deputy Minister
Alberta Advanced Education and Manpower


MINISTER
MANPOWER ADVISORY COUNCIL
COUNCIL ON ADMISSIONS AND TRANSFER
PRIVATE VOCATIONAL SCHOOLS ADVISORY COUNCIL
APPRENTICESHIP AND TRADE CERTIFICATION BOARD
STUDENTS FINANCE BOARD
MINISTER'S ADVISORY COMMITTEES
COLLEGE AFFAIRS
FURTHER EDUCATION
NATIVE PEOPLE'S EDUCATION
STUDENT AFFAIRS
TECHNICAL VOCATIONAL EDUCATION
UNIVERSITY AFFAIRS
ALBERTA EDUCATION COMMUNICATIONS AUTHORITY
BOARDS OF GOVERNORS
COLLEGES
FAIRVIEW
GRANDE PRAIRIE
GRANT MACEWAN
KEYANO
LAKELAND
LETHBRIDGE
MEDICINE HAT
MOUNT ROYAL
OLDS
RED DEER
UNIVERSITIES
ALBERTA
CALGARY
LETHBRIDGE
ATHABASCA UNIVERSITY GOVERNING COUNCIL
DEPUTY MINISTER
PERSONNEL SERVICES
PLANNING SECRETARIAT
PROGRAM SERVICES
TECHNICAL VOCATIONAL PROGRAMS
FURTHER EDUCATION
DEGREE PROGRAMS AND RESEARCH
COLLEGE PROGRAMS
LEARNING SYSTEMS
HEALTH AND SOCIAL SERVICE PROGRAMS
PROGRAM PLANNING AND DEVELOPMENT
ADMINISTRATIVE SERVICES
FINANCE OPERATIONS
FINANCIAL PLANNING
LEGISLATIVE SERVICES
CAMPUS DEVELOPMENT SERVICES
COLLEGES AND UNIVERSITIES
COMMUNICATIONS
1980's ADVANCED EDUCATION ENDOWMENT FUND
MANPOWER SERVICES
ADMINISTRATION
EMPLOYMENT DEVELOPMENT
MANPOWER TRAINING
MANPOWER MOBILITY
JOB IDENTIFICATION
APPRENTICESHIP AND TRADE CERTIFICATION
PROGRAM DEVELOPMENT AND STANDARDS
FIELD SERVICES
CAREER DEVELOPMENT
CAREER SERVICES
SPECIAL MANPOWER PROGRAMS
OCCUPATIONAL SERVICES
FIELD SERVICES
PERSONNEL FIELD SERVICES
SPECIAL PROJECTS
FIELD OPERATIONS
STUDENT SERVICES
TRADE SCHOOLS ADMINISTRATION
INSTRUCTIONAL SERVICES
AVC CALGARY
AVC EDMONTON
AVC GROUARD
AVC LAC LA BICHE
APITC
COMMUNITY VOCATIONAL CENTRES
NAIT
SAIT
STONY PLAIN INSTITUTE OF TECHNOLOGY

Alberta
ADVANCED EDUCATION
AND MANPOWER

SELECTED EVENTS

1981	April 13	James D. Horsman, Q.C., Minister of Alberta Advanced Education and Manpower, announced that the Government of Alberta will allocate $250 000 to provide expanded opportunities for nursing refresher courses.
	April 23	Announcement by Mr. Horsman that the new institute of technology will be located in Stony Plain.
	April 27	Mr. Horsman announced the names of the Alberta Heritage Scholarships, recognizing the significant contribution to our heritage made by 10 Albertans.
	July 10	Dr. Michael Andrews was named supervisor of the Alberta Vocational Centre in Edmonton.
	August 12	Dr. William L. Workman was appointed director of Financial Planning within the Administrative Services Division of the Department.
	September 3	Mr. Horsman made a joint announcement with Don McCrimmon, Minister for Alberta Native Affairs that the provincial government will contribute additional funds to the Native Outreach Organization in Alberta. This decision was arrived at following withdrawal of federal government support for this program.
	September 9	Mr. Horsman announced an agreement with the Government of British Columbia and the University of British Columbia to purchase four places annually for Alberta students training as teachers of the visually impaired. The Minister also announced that 16 bursaries will be available to teachers specializing in the training of students with hearing or visual impairment, or multiple handicaps.
	September 14	Dr. Henry N. Anderson was appointed director of Colleges and Universities with the Administrative Services Division of the Department.
	September 28	Members of the Boards of Governors of Alberta's public colleges and universities met with the Minister and senior officials in Edmonton to discuss matters of interest to board members and government officials.
	October 2	Mr. Horsman announced the first group of 50 winners of the Alberta Heritage Scholarships for study at extended professional, masters and doctoral levels.
	October 5	Mr. Horsman and ministers responsible for manpower in the western provinces and the territories released two reports on manpower and immigration issues. Mr. Horsman was named Chairman of this group. The reports, entitled *Meeting the Challenge of Changing Circumstances*, Parts I and II were tabled at the Canada-wide manpower ministers meeting held in Quebec City. Council of Ministers of Education, Canada (CMEC) met in St. John's Newfoundland to discuss common concerns.
	October 7	Expansion of the Employment Counselling and Relocation Services program to High Level, Alberta, was announced by Mr. Horsman.
	October 9	Announcement by Mr. Horsman that $1 million in planning funds had been allocated to Lakeland College. The funds were provided for the development of a master plan of the college site; for plans for the replacement of the mechanics building, renovations to an old residence and plans for a new residence to accommodate 500 students. Funds will also be used to conduct an engineering study of existing utilities systems.
	October 21	Mr. Horsman announced the appointment of interim governing authorities for the province's three technical institutes as part of the conversion to board-governed status slated for April 1982.
	November 26	A five-year agreement to guarantee the training of optometry students from Alberta was renewed with the Province of Ontario and the University of Waterloo.
1982	January 10 - 11	Federal-provincial meeting of manpower ministers was held in Vancouver. Mr. Horsman co-chaired this meeting with Mr. Lloyd Axworthy, Minister of Canada Employment and Immigration. It was at this meeting that the federal government presented the National Training Act.

January 20 to February 2	Mr. Horsman hosted a reception marking the official opening of Manpower Mobility offices in the new Alberta House in London, England. During his visit, he met with officials of the Department of Higher Education to discuss a reciprocal agreement on tuition fees for Canadian students attending post-secondary institutions in the United Kingdom. Mr. Horsman also visited the Canadian Studies Centre and met with officials and students at the University of Edinburgh in Scotland. A cheque for £50 000 ($112 500 Cdn.) was presented by the minister to Paul Lapointe, Canadian Deputy High Commissioner in London, England in support of the Foundation for Canadian Studies in the United Kingdom.
February 18	Mr. Horsman announced that an expanded Priority Employment Program (P.E.P.) would be launched in response to the increasing rate of unemployment in Alberta. Three and one-half million dollars was allocated to provide short-term employment and work experience for approximately 1 000 Albertans.
March 16	Continuation of the Quebec/Alberta Student Employment Exchange Program was announced by the Minister.
March 24 - 27	A province-wide conference on adult education, Spectrum '82, Changing Channels for Tomorrow, was sponsored by the four Alberta Vocational Centres, the Community Vocational Centres and the Alberta Petroleum Industry Training Centre.
March 24	Mr. Horsman introduced the 1982-83 budget estimates of Alberta Advanced Education and Manpower.
March 28	Mr. Horsman presented £25 000 on behalf of the Alberta government to the Edward Boyle Memorial Trust Fund (Leeds University, England); the income to be used for scholarships for Canadian students attending British universities.
March 31	Mr. Horsman tabled a report in the Legislature entitled, *Theory to Practice: Report of the Committee to Evaluate the Extended Practicum* program at Alberta universities. The report will provide a basis for further development of teacher preparation programs beginning in September 1982.

DEPARTMENT

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ORGANIZATIONAL UNITS

Alberta Advanced Education and Manpower directs and coordinates the provision of educational and employment services to adult Albertans. To meet this objective, five organizational divisions have been established.

The ***Planning Secretariat*** collects information, and develops forecasts and projections which can be used by various divisions in preparing conceptual and strategic plans, and analyzing policy alternatives.

Manpower Services administers the planning, development and implementation of apprenticeship and trade certification, of employment and career development programs, and of services designed to meet the social and economic needs of Albertans.

Program Services coordinates the development of a variety of educational and training programs and their delivery through advanced education institutions.

Field Services coordinates and develops the regional services provided through all provincially administered institutions.

Administrative Services, in addition to providing the support services necessary to the Department, fulfills fiscal and legislative functions, and coordinates the administrative relationships within the Department and with other government departments, institutions, agencies and organizations.

Planning Secretariat

Executive Director: Thomas N. Pollard
Resources Industries, Planner: Greg H. Jones, to November 1981
Lyn Tait, since December 1981
Special Projects, Planner: Don B. Ogaranko
Post-Secondary Education, Planner: William Workman, to August 1981
Bastiaan Heemsbergen, since September 1981
Demography, Planner: William H. Wong
Manpower Information, Planner: Robert G. Nicoll
Coordinator, Central Services: Paul A. McFarlane, since February 1982

The ***Planning Secretariat*** is responsible for collecting and analyzing information for use by the Department and institutions in the formation of long-term plans, and in the identification of policy alternatives. In fulfilling this role, the Secretariat undertook considerable research and analysis to identify Alberta's most probable future demographic, social, and economic conditions, and to determine their implications for the provision of advanced education and manpower services to adult Albertans.

The information prepared by the Secretariat was generated and maintained in a number of ways. These included in-house research, a research library, a cooperative information exchange with other departments and agencies in Alberta and the rest of Canada, and research projects supported by the Planning and Research Fund.

The ***Education unit*** continued to refine and update enrolment projection methodologies for Alberta's post-secondary system, and was engaged in developing a Common Information System for the non-university post-secondary sector during the year. In 1981-82, consultative assistance was provided to a number of post-secondary institutions and branches of the Department. In addition the unit provided assistance in developing policy analysis and the generation of policy alternatives on matters related to advanced education.

The ***Demography unit*** developed information on general population characteristics, and monitored trends in international and inter provincial migration to the province. Estimates of population growth related to various large industrial projects were compiled and examined. In relation to immigration, the unit assisted in the development of policy alternatives.

The ***Manpower Information unit*** continued to collect, develop and analyze manpower trends and labour market conditions in Alberta. Research was conducted on the employment situation for various industrial sectors and occupational groups. As well, work was undertaken to refine and update forecasting capabilities.

The ***Resource Industries unit*** developed and analyzed information on the employment and training needs of resource-related industries in Alberta. Particular attention was devoted to the assessment of current manpower problems being faced by the resource sector in Alberta.

The ***Special Projects unit*** acted as liaison with universities, provincial government departments, and federal and other provincial governments on matters relating to research and science. The unit also conducted ongoing analyses of government and private sector research initiatives and trends. In addition, the unit provided policy analysis services to the Department on matters relating to manpower, science, and special projects.

The ***Central Services unit*** was established in February 1982 to provide support services to the Planning Secretariat. Areas of responsibility included administration of the Planning and Research Fund, the library, budget, personnel, and information processing.

Manpower Services

Assistant Deputy Minister: Earl A. Mansfield
Apprenticeship and Trade Certification, Director: R. Harold Watson
Employment Development, Executive Director: James A. Corneil
    Job Identification, Director: Ivan F. Cancik
    Manpower Training, Director: Bruce R. Mathews
    Manpower Mobility, Director: John C. Dowie
Career Development, Executive Director: David J. Chabillon
    Career Services, Director: J. Barrie Day
    Occupational Services, Director: Geoff J. Anderson
    Special Manpower Programs, Director: David R. Cantera

Through the operations of its three main components – Apprenticeship and Trade Certification, Employment Development, and Career Development – the Manpower Services Division coordinates the delivery of employment and career development services, and the designation of apprenticeship trades; arranges for the training of apprentices; and regulates the certification of tradesmen.

Apprenticeship and Trade Certification

This branch, through an Apprenticeship and Trade Certification Board and a network of trade advisory committees, regulated and administered the training and certification of tradesmen to the journeyman level in 44 designated trades, thereby ensuring a well-trained Alberta work force. Apprentices in most trades had both on-the-job and institutional training. Apprenticeship and Trade Certification was instrumental in ensuring an efficient and well-organized program that met the needs of both employers and employees.

The branch conducted examinations of apprentices and eligible journeymen, and in 1981-82 issued permanent certificates to 9 887 qualified individuals. Curricula for apprenticeship training were developed in consultation with related Trade Apprenticeship Committees and training institutions. Financial arrangements for technical training and payment of training allowances were made under the provisions of the federal Adult Occupational Training Act.

Apprenticeship staff operated from Manpower Services divisional offices in 10 centres throughout the province – Calgary, Edmonton, Fort McMurray, Grande Prairie, Hinton, Lethbridge, Medicine Hat, Peace River, Red Deer, and Vermilion.

Alberta's apprenticeship program is one of the most extensive in Canada. In 1981-82, the number of registered apprentices increased by about 9.5 per cent to an all time high of 28 157. There were 9 502 new apprentices registered, a decrease of about nine per cent from the previous year.

A Special Field Unit with province-wide responsibilities, designed to serve Native, handicapped and incarcerated people, was established in 1981-82.

THREE-YEAR COMPARISON OF APPRENTICESHIP ACTIVITIES

	1979-80	1980-81	1981-82
Registered Apprentices – March 31	22 525	25 699	28 157
School Attendance *	17 485	18 859	20 002
Completion of Apprenticeship Certificates Issued	3 605	4 175	4 360
Permanent Journeyman Certificates Issued	8 671	10 661	9 887
Examinations Written	39 864	44 010	49 741

* School attendance figures denote attendance by an apprentice in a block of formal institutional training.

All data are based on the calendar year.

APPRENTICESHIP AND TRADE CERTIFICATION BRANCH
STATISTICAL REPORT (BY TRADES)
1981-82

	Registered Apprentices	New Apprentices	Completed (Graduates)	School Attendance	Journeyman[a] Certificates
Agricultural Mechanic	115	64	28	75	31
Appliance Serviceman	55	24	11	31	22
Auto Body Mechanic	834	331	124	444	187
Baker	98	46	15	48	32
Barber[b]	-	-	-	-	38
Beautician[b]	-	-	-	-	716
Boilermakers	160	81	30	97	67
Bricklayer	379	103	68	277	128
Cabinetmaker	351	111	33	235	58
Carpenter	3 545	1 140	451	2 430	622
Communication Electrician	1 289	494	153	952	216
Cook	230	111	37	116	98
Electrical Rewind Mechanic	67	20	9	53	15
Electrician	4 526	1 321	691	3 604	1 091[d]
Electronic Technician	116	36	25	84	42
Elevator Constructor	-	-	-	-	14
Elevator Constructor Improver[b]	-	-	-	-	96
Floorcovering Mechanic	40	24	17	52	22
Gasfitter	131	66	47	57	1 147[e]
Glassworker	208	77	21	135	33
Heavy Duty Mechanic	2 362	806	375	1 638	682
Heavy Equipment Operator	7	1	8		30
Instrument Mechanic	319	131	40	201	112
Insulator	319	76	46	180	87
Ironworker	261	94	32	211	44
Lather	95	35	13	52	14
Machinist	529	176	49	511	104
Millwright	677	242	85	252	295
Motor Mechanic	2 796	944	458	2 100	809
Painter and Decorator	223	81	47	172	95
Partsman	650	292	132	329	270
Plasterer	-	-	-	-	2
Plumber	2 402	641	447	2 025	629
Power Lineman and Power Electrician	351	139	52	211	131
Refrigeration Mechanic	214	87	40	140	68
Roofer	125	40	21	56	28
Sheet Metal Mechanic	1 300	342	158	862	218
Sprinkler Fitter	128	117	-	54	143
Steamfitter-Pipefitter	252	97	39	77	160
Steel Fabricator	-	-	-		
Tilesetter	105	42	15	57	16
Transport Refrigeration Mechanic	3	3	0	0	
Water Well Driller	60	31	14	56	25
Welder	2 835	1 036	529	2 093	1 250
Educational Improvements[c]	-	-	-	35	
TOTALS	28 157	9 502	4 360	20 002	9 887

[a] Includes completed apprentices.
[b] Not designated for training under Part II Division 1 of the Manpower Development Act.
[c] Apprentice applicants not having the educational qualifications.
[d] Issued by the Electrical Protection Branch, Alberta Labour
[e] Includes conversion from the Gas Protection Branch, Alberta Labour

All data are based on calendar year.

Employment Development

Employment Development, through its three branches, identified manpower gaps in Alberta's industrial and commercial sectors, and initiated remedial action where required to assist industry to meet its manpower needs. The sector also contributed field employment data which were used to assist in determining long-range labour demands.

Job Identification served as the primary contact agency with business and industry in the provision of manpower planning assistance to the private sector. The main thrust of this branch continued to be that of working with small employers to ensure that their specific manpower needs were identified and met.

The areas of assistance offered to employers included the identification of present and future manpower requirements, the assessment of training and recruitment requirements, and measures to meet these needs. The branch continued to monitor all business assistance programs available through other government departments and agencies, and ensured their effective application in meeting the needs of Alberta employers.

A new office was opened during the year in St. Paul in order to provide improved services to the private sector in northeastern Alberta. Together with offices located throughout the province in Calgary, Edmonton, Grande Prairie, Lethbridge and Red Deer, the Job Identification branch completed 2 200 visits to industries during 1981-82 to provide a manpower planning service. The branch also continued to develop new techniques in the manpower planning field to help industries with their manpower concerns.

A number of manpower surveys which indicated future manpower shortages and problems were completed on specific industrial sectors. This information was provided to individual firms, associations, branches of government and other interested parties. The branch continued to evaluate manpower demand in industry for graduates from proposed institutional programs.

The branch was involved with other departments of government in monitoring significant industrial manpower developments in Alberta such as plant expansions, openings, closures and lay-offs, and facilitating the provision of assistance to employers and employees. In cooperation with Canada Manpower Consultative Services, the branch participated on a number of manpower adjustment committees to assist workers affected by plant closures.

Manpower Training coordinated the delivery of manpower training services in the province to ensure the effective application of training programs in meeting the employment needs of Albertans and the skill requirements of industry. Branch offices are located in Edmonton, Calgary, Lethbridge, Grande Prairie, Red Deer and St. Paul.

Under the Adult Occupational Training Act, the branch was involved with major programs which were funded by the federal government and administered jointly by the two orders of government. The federal government spent $34 504 730 to purchase 1 363 000 days of training at Alberta institutions under the Canada Manpower Training Program. The manpower needs for which training was provided were identified jointly by Alberta Advanced Education and Manpower and the Canada Employment and Immigration Commission. The second major program was the Canada Manpower Industrial Training program under which the federal government spent $8 700 000 to provide training for 4 591 trainees. The last program was the Critical Trade Skills Training Program under which the federal government spent $1 500 000 to provide training.

In meeting its overall responsibilities, the branch provided a consultative service to employers in developing training plans and programs, as well as approved programs developed by employers in relation to the Canada Manpower Industrial Training Program and Critical Trade Skills Training Program. Branch staff monitored the educational aspects of Canada Manpower Industrial Training contracts, and evaluated the programs in terms of their effectiveness in meeting established priorities and objectives.

TRAINING ACTIVITY

	1980-81	1981-82
Training Plan Development Assistance Provided to Employers	775	690
Training Plan Approvals	2 661	2 044
Training Plan Monitors	1 677	1 604
Training Plan Evaluations	345	1 076

Further information and activities related to the Canada Manpower Training Program, the Canada Manpower Industrial Training Program and Critical Trade Skills Training Program may be found in the section entitled SERVICES.

Manpower Mobility serves as a provincial voice on immigration issues as part of Alberta's concurrent constitutional responsibility with Canada and other provinces to manage immigration into Canada. In this role the branch performed three major functions.

- The first of these functions was to encourage economic investment in Alberta in order to create jobs and or protect employment for Albertans. To accomplish this the branch coordinated the entrepreneurial recruitment program and, with the participation of other stakeholder departments, provided business and immigration advisory services to prospective entrepreneurial immigrants.
- The second major function was to assist Alberta employers to obtain skilled manpower unavailable in Alberta. To accomplish this the branch assisted employers to identify source areas, planned and mounted recruiting programs, coordinated advertising campaigns, and provided interview facilities and recruitment back-up services, including liaison with Canada Employment and Immigration offices.
- The third major function was to provide an information services program. The branch provided advice and information to other provincial departments, Alberta employers, Alberta residents, and individuals and companies interested in moving to Alberta on immigration- and migration-related matters. This was accomplished through the personal interaction of each branch office with its clientele and through production and distribution of pertinent literature.

Branch offices are located in Edmonton, Calgary, Toronto, and London, England.

IMMIGRATION ACTIVITY – 1980 AND 1981*

	1980	1981
Alberta Employers Assisted with Out-of-Province Recruitment	543	670
Immigrant Entrepreneurial Applications	76	91
proposed new investment commitment	($30 445 000)	($22 918 000)
Job Creation	284	426
Employment Immigration inquiries received	20 968	31 195

* Data are based on the Calendar year.

Career Development

Career Development contributes to human and economic growth by assisting Albertans to improve the pattern and quality of career transitions between school, training, work and retirement. In 1981, the branch was reorganized into the following three units: Career Services, Occupational Services and Special Manpower Programs.

Career Services offered a variety of programs and services to Albertans needing assistance in all aspects of career development. Under the new organization, the chief activities of the branch included counselling, testing and assessment, information production and distribution, referral and consultation.

During the reporting year, 11 Alberta Career Centres were in operation in Calgary, Edmonton, Fort McMurray, Grande Prairie, Hinton, Lethbridge, Medicine Hat, Peace River, Pincher Creek, Red Deer and St. Paul. Outreach activities were conducted in the areas surrounding these major centres and two satellite offices located in Camrose and Bonnyville.

Career counsellors in each centre offered programs and services designed to assist adult Albertans in the process of career planning. Activities included individual and group counselling, interest and aptitude testing as well as referral for education, training, and student support services.

The Career Centres continued to emphasize group programs such as Career Planning Workshops, Career Decision-Making and Occupational Choice sessions. Workshops, consultations and orientation sessions were also held with school and agency counsellors and representatives from business and industry to explain and illustrate various aspects of career development.

Career Services researched, wrote, produced and distributed print and audio-visual materials on a variety of career-related themes, including career planning, job search, occupations, education and training, retirement and leisure. New materials produced included career awareness posters, *INFORM* (Inventory of Nationwide Free Occupational Resource Materials), *Let Your Fingers Do the Talking* (a booklet of basic work-related signs for use by employers and co-workers of deaf people), The *Great Balancing Act* (a booklet that discusses the importance of striving for a healthy balance between work and leisure), *Time of Your Life* (a guide to pre-retirement planning), and four new profile packages in the occupational fields of education, finance, oil and gas, and natural resource managment. All annual publications were revised and reprinted.

Demand for branch publications remained high as indicated in the distribution statistics in the accompanying table. Of particular note was the distribution of 91 000 copies of *It's About Time* and 35 000 copies of *Job Seekers Handbook*.

In addition to the distribution of print materials, various audio-visual productions were loaned to schools and agencies for use in career planning sessions.

The branch was also heavily involved in the l981 Canada Career Week. Poster artwork and the *Great Balancing Act* were contributed to the national Canada Career Week kits. A play, "A Second Start", was commissioned and performed in Edmonton during the Week. All Career Centres set up special activities, and branch members were involved in a variety of community events including radio talk shows, career days, open houses and mall displays.

CAREER SERVICES PUBLICATIONS DISTRIBUTION
April 1, 1981 – March 31, 1982

Title of Publication	Distribution	
Alberta's Apprenticeship Program	5 740	
Apprenticeship Opportunities	11 436	
Career Awareness Posters	294	
Career Development in Alberta	3 715	
Career Development News (3 issues)	11 901	each
Directions for the Future	11 594	
Employment in Alberta	3 929	
Exploring Occupations	4 644	
Great Balancing Act	2 377	
Inventory of Nationwide Free Occupational Resource Material (INFORM)	3 084	
It's About Time	91 319	
Job Seekers Handbook	35 873	
Let your Fingers Do the Talking	1 747	
Manpower Services	777	
A Matter of Time	141	
Occupational Posters (Set of 18)	525	
Post-Secondary Education Programs	3 991	
One Year or Less	4 093	
Grade 10 or Less	4 112	
Time of Your Life	8 412	
What Would You Like To Be? (Colouring Book)	14 805	

Occupational Services has two units, one dealing with employment counselling and relocation and the other with settlement services.

Employment Counselling and Relocation Services assisted in the geographic and social relocation of Northern families to centres with employment opportunities. Services provided included: housing with an option to purchase plan; counselling in employment, training and home management; and social adjustment to a new life style. Administered by the Department, the program was operated in cooperation with Alberta Housing Corporation and the project towns and cities.

In 1981-82, 75 new families participated in the program in Fort McMurray, Bonnyville, Grand Centre, Whitecourt, Slave Lake, Peace River/Grimshaw, Grande Prairie and High Level. During this period a new regional office was opened in Athabasca as part of the long-range expansion plan.

Settlement Services provided support for activities which promoted the settlement and adaptation of newcomers to Canada. From January 1 to December 3l, 1981, approximately 19 100 newcomers arrived in the province. A large number of these newcomers received essential settlement services through community-based agencies which had been provided with consultative and financial assistance by Settlement Services. In addition, the Alberta Health Care premiums for privately sponsored Indochinese and Polish refugees were paid for by the Department.

Settlement Services developed and distributed multilingual material for newcomers and materials for those who work with them. As well, Settlement Services provided assistance to the first Alberta Conference on Immigration.

Special Manpower Programs was responsible for developing and implementing programs and services to meet the special employment needs of Albertans. Two major sections carried out this activity in 1981-82.

The Programs Section planned, developed and operated special manpower temporary employment programs such as the Summer Temporary Employment Program (S.T.E.P.) and the Priority Employment Program (P.E.P.). The section also coordinated provincial participation in federal job-creation programs and unemployment insurance issues.

Placement Services section planned, developed and coordinated special placement related services including the administration of the *Employment Agencies Act*, and the provision of provincial involvement in the cooperative Hire-A-Student program. As well, the section funded and supervised employment placement, employment support and employment readiness services for some special needs groups, including the Native Outreach Association of Alberta and Distinctive Employment Counselling of Alberta.

Additional details on Special Manpower Programs services may be found in the section entitled SERVICES.

Program Services

Assistant Deputy Minister: Desmond E. Berghofer
College Programs, Director: Neil W. J. Clarke
Degree Programs and Research, Director: Fred B. Ogilvie
Further Education, Director: H. R. David Beckman
Health and Social Services Programs, Director: William E. Novasky
Learning Systems, Director: Doug G. Crawford
Technical/Vocational Programs, Director: Merv G. Massey-Hicks

Program Services continued to encourage the development, delivery and maintenance of quality educational programs and services to meet the economic, cultural and social needs of adult Albertans. Under the Program Coordination Policy, programs were established and allocated throughout the post-secondary educational system of the province.

During 1981-82, the division, through the office of Program Planning and Development, coordinated the departmental review of seven institutional development plans, and provided extensive consultative assistance to a number of post-secondary institutions covering a wide range of program planning and development matters. The division continued to emphasize the integration of program evaluation with longer term program development. In addition to the preparation of the annual program plan, the activities of Program Planning and Development focused on the implementation of the Community Consortia which provided credit programs in the Town of Peace River (North Peace Adult Education Consortium), the Yellowhead region (Yellowhead Region Educational Consortium at Hinton), Drumheller and region (Big Country Educational Consortium at Drumheller), the Crowsnest Pass/Pincher Creek area (Chinook Educational Consortium at Pincher Creek and Blairmore) and the Drayton Valley area (Pembina Educational Consortium at Drayton Valley). Through the Innovative Projects Policy, approval was given to 11 new projects. In total, 23 projects designed to improve the quality of education within the post-secondary system were ongoing in the 1981-82 period. Thirty-seven letters of intent were considered for funding. During the year, special emphasis also was placed on inter-institutional cooperation in the development of alternative delivery systems designed to improve access to post-secondary education.

The division continued to emphasize participation in the coordination of bilingual education programming, development of adult basic literacy and English as a Second Language programming, and the implementation of advanced communications technologies in post-secondary education. Significant activities also were undertaken in the field of international education. These activities included the development of a policy for the management of international education in Alberta.

A Nursing Education and Manpower Implementation Committee continued its work relating to the province's needs in the areas of nursing manpower, education and research. A significant outcome of this work was the transfer in jurisdiction of the hospital schools of nursing at the University of Alberta Hospital, the Misericordia Hospital, the Royal Alexandra Hospital and the Foothills Hospital from the Department of Hospitals and Medical Care to the Department of Advanced Education and Manpower. Also, nursing programs at Grande Prairie Regional College and Keyano College were approved for implementation in September 1982 and September 1983, respectively.

A five year, $4.5 million project was in progress for the development and implementation of training programs and services for handicapped individuals, teachers of the handicapped, and rehabilitation personnel. The expansion of trades and technology programs in the public college sector also continued during 1981-82. In addition, the division placed major emphasis on the planning and development of programs in early childhood education, programs for inmates in provincial correctional institutions, and local authorities administration. Reviews of post-secondary programs in agriculture, and visual and performing arts were also undertaken.

One of the major activities of the division was the approval of new institutional programs in accordance with the Program Coordination Policy. In total, 53 new programs were approved for implementation. Further data concerning new programs in 1981-82 are shown in the following tables.

STATUS OF NEW PROGRAMS
April 1, 1981 to March 31, 1982

	Approved	Approved In Principle	Not Approved	Under Development and Review	Institutional Withdrawal	TOTAL
Alberta Vocational Centres	3	2	1	3	2	11
Public Colleges	37	19	21	47	6	130
Technical Institutes	7	2	–	8	2	19
Universities	6	4	1	10	–	21
Banff Centre for Continuing Education	–	–	–	–	–	–
	53	27	23	68	10	181

STATUS OF NEW INNOVATIVE PROJECTS
April 1, 1981 to March 31, 1982

	Approved	Not Approved	Under Development and Review	TOTAL
Alberta Vocational Centres	1	1	3	5
Public Colleges	5	4	3	12
Technical Institutes	–	1	2	3
Universities	4	4	8	16
Banff Centre for Continuing Education	1	–	–	1
	11	10	16	37

PROGRAMS APPROVED FROM APRIL 1, 1981 TO MARCH 31, 1982

Alberta Vocational Centre – Edmonton
- Accounting for General Business Certificate

Alberta Vocational Centre – Lac La Biche
- Trapper Education and Wild Fur Upgrading (Advanced)
- Industrial Camp Cooking Certificate

Fairview College
- Beekeeping Technician Certificate
- Crop Chemicals Certificate
- Heavy Duty Mechanic Apprenticeship (Years 3-4)
- Vocational Skills Training

Grande Prairie Regional College
- Nursing Diploma

Grant MacEwan Community College
- Volunteer Management Certificate
- Dance Teacher's Training Diploma
- Fibre Arts Diploma
- Microcomputer Management Diploma

Keyano College
- Electrician Apprenticeship (Years 3-4)
- Motor Mechanic Apprenticeship (Years 3-4)
- Heavy Duty Mechanic Apprenticeship (Years 3-4)
- University Transfer Diploma
- Power Engineering (Computer Managed Learning, Joint Project)
- Millwright Apprenticeship (Year 4)

Lakeland College
- Electrician Apprenticeship (Years 1-3)
- University Transfer Diploma (Year 1)
- Plumber Apprenticeship (Years 1-4)

Lethbridge Community College
- Retail/Industrial Security Certificate
- Academic Studies – Upgrading
- Early Childhood Development Worker Certificate
- Rehabilitation Services

Medicine Hat College
- Fine and Performing Arts Diploma
- Motor Mechanic Apprenticeship (Years 1-4)

Mount Royal College
- Rehabilitation Services

Olds College
- Heavy Duty Mechanic Apprenticeship (Years 3-4)
- Land Agent Diploma

Red Deer College
- Pharmacy Assistant Certificate
- Chemical Technology (Transfer to NAIT)
- Biological Sciences Technology (Transfer to NAIT)
- Carpenter Apprenticeship (Years 3-4)
- Electrician Apprenticeship (Years 3-4)
- Heavy Duty Mechanic Apprenticeship (Years 3-4)
- Motor Mechanic Apprenticeship (Years 3-4)
- Plumber Apprenticeship (Years 3-4)
- Sheet Metal Mechanic Apprenticeship (Years 3-4)
- Music Diploma

NAIT
- Emergency Paramedical Technician Paramedic Certificate
- Power Engineering (Computer-Managed Learning, Joint Project)

SAIT
- Communications Electrician Apprenticeship, Construction Craft, (Years 1-4)
- Instrument Mechanic Apprenticeship (Years 1-4)
- Transport Refrigeration Mechanic Apprenticeship (Years 1-3)
- Retail Meat Cutting Certificate
- Power Engineering (Computer Managed Learning, Joint Project)

University of Alberta
- Computer Engineering
- Ph.D. in Forest Science
- Local Government Authority Administration Certificate

University of Calgary
- Bachelor of Social Work (Lethbridge)

University of Lethbridge
- Special Education Service Enhancement (for the Handicapped)

Athabasca University
- Labour Industrial Relations

College Programs

The College Programs branch provided extensive consultative services to the public colleges in relation to program development and approval activities. During the reporting year, 37 programs were approved for implementation and 66 programs were at various stages of development in the college sector. In addition, selected program initiatives were pursued with the universities, vocational centres, institutes of technology and the Banff Centre.

The branch continued to be the primary departmental participant in several program areas that have been the subject of ongoing review and development, including the following:

- early childhood education, in which institutional programs were expanded and plans were completed for a province-wide system of upgrading for day-care workers. Liaison with Alberta Social Services and Community Health was maintained;
- education for inmates was delivered at the provincial correctional institutions in consultation with the Alberta Solicitor General and four consortia of institutions, and planning to expand programming at Lethbridge Correctional Centre and St. Paul Correctional Centre was undertaken;
- a review of the visual and performing arts, which included publication of a departmental visual and performing arts Position Paper and a major study of the need for film studies programs in Alberta was undertaken;
- agriculture, in which a first stage of a review of the adequacy of post-secondary programs, and teaching and farm facilities was completed, in cooperation with Alberta Agriculture and the four public colleges offering agricultural programs;
- local government administration, in which a program for administrators in Alberta's smaller municipalities, counties and villages was implemented through the University of Alberta in cooperation with other post-secondary institutions;
- consumer education, in which a service capability was implemented within the college system; and
- basic education equivalencies for adult students, for which planning was completed in consultation with Alberta Education. General Education Development (GED) testing also was implemented in cooperation with post-secondary institutions. Of the 1 152 people who wrote the GED tests during the reporting period, 925 qualified for the High School Equivalency Diploma.

In addition, the branch was involved in interdepartmental consultations and planning dealing with teacher education, hospitality, human development, fire fighter and police training, and agriculture through the Agriculture Education and Rural Extension Advisory Committee. The branch planned and sponsored the First Conference on Inmate Education for administrators and instructors and took part in an international Organization for Economic Corporation and Development conference related to post-secondary education at which planning issues of common interest to member countries were discussed.

Degree Programs and Research

This branch also was responsible for the coordination of programs and services provided by universities in relation to program development activities as shown in the previous table.

The branch was also responsible for the coordination of international educational activities. The placement of Chinese scholars in the Universities of Alberta and Calgary continued under an agreement among the Governments of Canada and the Peoples Republic of China, and the Council of Ministers of Education, Canada. The technical education program for Nigerian students was continued at NAIT, SAIT, Lethbridge Community College, Olds College and Fairview College under the agreement between the Governments of Canada and Nigeria. This agreement was administered nationally by the Canadian Bureau of International Education. A policy for international education activities was completed and approved in principle.

Bilingual education at the post-secondary level was also a responsibility of the branch. During the year, negotiations continued on a new Federal-Provincial Agreement for Official Languages in Education. Under the interim agreement approximately $1.1 million was allocated to various projects at the post-secondary level.

Further Education

The Further Education branch had several major functions, including the provision of incentive grants for non-credit further education courses approved by local Further Education Councils, to ensure that these councils coordinate further education programs at the local level, and to encourage the delivery of part-time Adult Basic Literacy and English as a Second Language programming throughout the province. Also, policy direction and operational liaison were provided by further education staff to 83 local Further Education Councils, their member hosting authorities and school jurisdictions, and school board or college administrative agents. Professional development activities for Further Education Council chairpersons and coordinators were provided by the branch. These included two in-service workshops, which were conducted in Calgary and Edmonton, as well as the initiation of a study by the University of Alberta to determine the professional development needs of Council coordinators.

Adult Basic Literacy and English as a Second Language continued to receive major attention during the year. Special projects in Edmonton, High Level/Fort Vermilion, Red Deer, Lethbridge and the Bonnyville/Grand Centre areas provided basic literacy instruction for 200 adults; and at the same time developed and evaluated different ways of meeting local needs for literacy instruction.

The branch continued to offer a high level of grant support for English as a Second Language courses for new Canadians. In addition to providing textbooks for instruction, the branch published a handbook for new English as a Second Language teachers, distributed a monthly newspaper for adults learning to read English and provided lending collections of audiovisual materials for English as a Second Language instruction. The branch supported and promoted the English as a Second Language Resource Centre in Edmonton, while a branch staff member in Calgary served as a resource person for instructors in southern Alberta and provided program referral information for students.

Further Education Services continued to provide consultative and administrative assistance to support three special ministerial grants made available for senior citizens through the Kerby Centre (Calgary), and the Universities of Calgary and Alberta. The two universities offered specially organized, two-and three-week academic programs to 402 senior citizens involved in Spring Session for Seniors.

Statistics for those programming areas receiving grant support through the Further Education branch are provided in the following table.

FURTHER EDUCATION SERVICES PARTICIPATION RATE STATISTICS

JANUARY 1 – DECEMBER 31, 1981

	R	NC	ABL	S	CP	TOTAL
Number of Courses	15 994	2 257	51	1 142	88	19 532
Number of Hours	261 079	80 399	3 419	22 314	1 249	368 460
Number of Participants	236 814	24 959	426	16 075	1 343	279 617

SPECIAL PROJECTS*

Number of Projects = 26
Number of Hours = 415.5
Number of Participants = 475

* Special Projects include areas such as Adult Basic Literacy, Coordinators' Professional Development Needs, Crime & Its Prevention, Women and Health, Family Studies, Contemporary Women, and Symposium on Home Ownership Assistances.

R – Regular General Interest Non-Credit Courses
NC – Citizenship, English as a Second Language, French as a Second Language for new Canadians
ABL – Adult Basic Literacy
S – Special Courses, i.e. for seniors, handicapped persons.
CP – Community Problem (Problems are identified by a community, and funding is provided if the problem(s) lends itself to further education activities).

Health and Social Service Programs

The Health and Social Service Programs branch was responsible for the coordination and allocation of new training programs for the health and social service sector. In this regard, the branch worked closely with the educational institutions in reviewing new program initiatives. Various program activities were undertaken in the vocational, technical, college and university sectors. Initiatives for 21 programs were assessed, eight of which were approved and granted funds for implementation. The remainder were under development or review. Program submissions were in areas such as child care, rehabilitation and nursing.

The branch continued to monitor ongoing education programs and produced a training inventory for the health and social service manpower sector that described student quotas, enrolments and graduate statistics. The branch provided input for provincial health manpower planning and development via the Alberta Health and Social Services Disciplines Committee. This activity also was conducted on a regional basis through the Western Canada Health Manpower Requirements Subcommittee, and nationally via the Federal/Provincial Health Manpower Advisory Committee. Considerable inter-and intra-departmental committee activity was undertaken in the development and implementation of specific training programs.

The branch chaired a working group examining the training of clinical psychologists and prepared a major report on this topic.

The branch continued to provide support to the Nursing Manpower and Education Implementation Committee which was established to develop recommendations on nursing manpower recruitment/retention, nursing education and nursing research. In conjunction with the work of this Implementation Committee, a major plan for the expansion and lengthening of nursing programs throughout the province was developed. Planning for the development of new schools of nursing in Grande Prairie and Fort McMurray was undertaken. The branch negotiated the transfer of hospital-based nursing education programs from Hospitals and Medical Care to Advanced Education and Manpower.

The branch continued with the implementation and monitoring of the $4.5 million, five-year project to develop programs for handicapped individuals, teachers of handicapped persons and rehabilitation personnel. Eleven programs were being funded for a fixed term. This project is scheduled to be completed by March, 1985.

The optometry training agreement to train Alberta students at the University of Waterloo in Ontario was renegotiated for another five years. Negotiations also took place with Saskatchewan on an interprovincial training contract to train speech pathologists at the University of Alberta.

Learning Systems

The Learning Systems branch continued to assume prime responsibility for planning and coordinating the development and implementation of advanced educational technology into the post-secondary system. The primary means for exerting leadership in this endeavour was via the Technology in Education Policy Project. Fiscal 1981-82 saw the second phase of this Project completed. A number of studies have been commissioned under the Project to enable the development of policy, plans and initiatives for implementing technology in the system. Planning was initiated for studies in: distance education networking; guidelines for the development and implementation of computer managed learning; health care delivery via computer-based training; development of a series of technical papers on learning and technology; inter-institutional cooperation in educational teleconferencing; and a cooperative planning initiative with the Senior Academic Officers of the colleges and institutes on technologically enhanced delivery in the college sector.

One of the more significant outcomes from field research to date was the support for the modification of the second period electrical apprenticeship training program at NAIT. This development will occur over a three year period. It is expected that this modification will increase the number of electrical apprentices to be trained at NAIT. Also, the experience gained in the use of advanced computer technology in the training process will be used in other training programs throughout the province.

The branch continued its consultative work on a number of educational technology initiatives within the Innovative Projects Fund, and the project concerning programs for the handicapped. In addition, the branch began to play a key role in the analysis and design of a computer-managed learning system for the Nursing Refresher program at Grant MacEwan Community College. The branch continued its work in a number of inter-and intra-departmental liaison activities related to technology and communications in education, including the following: in cooperation with Alberta Culture and Alberta Education, supervised the review of the Alberta Library Network Project Study byprofessional librarians; redrafted the bilateral Agreement on Distance Education between British Columbia and Alberta to include Saskatchewan; reviewed, with institutions, issues and barriers to inter-provincial cooperation in distance education; served on the Alberta Educational Communications Authority Higher and Further Education Program Review Committee; began a joint planning venture for the development of computer literacy projects for adult Albertans with ACCESS and the Further Education branch. The branch also served as departmental representative on Alberta Education's Ministerial Task Force on Computers in Schools and, jointly with the Planning Scretariat and Alberta Economic Development, established an Interdepartmental Ad Hoc Planning Committee for High Technology.

At the national level, the branch director was appointed to the Coordinating Committee for Media (Council of Ministers of Education, Canada) and became involved in two of its subcommittees – Media Needs and Priorities and Computer Needs. These subcommittees were devising procedures for identifying media and computer priority needs for post-secondary education across Canada.

As the funding year closed, demands on the branch for presentations, advice, guidance in the planning and use of advanced computer communications and other educational technologies continued to escalate.

Technical/Vocational Programs

The Technical/Vocational Programs branch was responsible in the areas of institutional programs, program support and student support.

Institutional Programs continued to facilitate the implementation, begun in 1980-81, of trades and technology programs in public colleges. Fifteen complete or partial apprenticeship programs were approved at six colleges: Fairview, Keyano, Lakeland, Medicine Hat, Olds, and Red Deer. Three additional apprenticeship programs were approved at the Southern Alberta Institute of Technology. Planning for the implementation of technological programs was continued with successful program development seminars on Drafting and Computing Technologists.

Five non-trades programs were approved during the year: certificate programs in Accounting for General Business at Alberta Vocational Centre – Edmonton; Trapper Education (Advanced) and Industrial Camp Cooking at Alberta Vocational Centre – Lac La Biche; Retail Meat Cutting at the Southern Alberta Institute of Technology; and a pilot project to add a computer managed learning component to the existing materials for training Power Engineering, which was undertaken jointly by the Northern and Southern Alberta Institutes of Technology and Keyano College. If successful, this last program will be a model for the provision of vocational training for working individuals who are prevented by geographical and/or time constraints from accessing regular institutional offerings.

Special projects undertaken during the year included the initiation of a follow-up study to evaluate Pre-Employment Programs, the updating and refinement of a data base on the graduates from technology programs, and an analysis of population and high school graduation data for the purpose of estimating potential enrolments in new technology programs. The unit also continued to assist in the review of submissions made under the *Private Vocational Schools Act*.

Program Support, utilizing the Alberta Vocational Training Program, financed and coordinated the delivery of short-term training programs to meet needs identified by institutions, industry, other government departments and individuals. Program Support also coordinated the purchase of 'training places' in institutions by the Canada Employment and Immigration Commission. Emphasis continued to be placed on the funding of programs in smaller communities and, at the request of the federal government, on Indian reserves. Vocational training programs operated by Consortia were financed by Program Support.

Student Support, through the Alberta Vocational Training Program and the Vocational Rehabilitation of Disabled Persons Program, was involved with activities in the area of vocational counselling and vocational training of disadvantaged and disabled adults. Financial assistance was provided to the Alberta Career Centres to enable them to expand their capabilities in the area of group counselling. Financial assistance also was provided to the University of Alberta to facilitate in-depth counselling and assistance for disabled persons attending that institution. Funding also was made available to the Diagnostic and Referral Unit of the Alberta government, Personnel Administrative Office to assist them with vocational assessments. The major activity continued to be assisting financially disabled and disadvantaged individuals taking vocational rehabilitation.

Further information on the Alberta Vocational Training Program, the Vocational Rehabilitation of Disabled Persons Program and the Canada Manpower Training Program may be found in the section entitled SERVICES.

Field Services

Assistant Deputy Minister: Horace E. R. Ottley
Field Operations, Director: Jim I. Berg
Student Services and Private
Vocational Schools, Director: Andrew M. Hendry
Instructional Services, Director: Dave Hubert
Private Vocational Schools, Administrators: Norman O. Gibeault and
Gregory B. Schmidt
Personnel Manager: Douglas Sheppard

During the reporting year, the Field Services division continued to provide leadership, coordination and administrative support for Alberta Vocational Centres in Calgary, Edmonton, Grouard and Lac La Biche; the Community Vocational Centres headquartered in Slave Lake; the Alberta Petroleum Industry Training Centre, and the province's private vocational schools. These institutions provided instructional programs and services to an increasing number of Albertans including many people from special needs groups such as Native people, disabled persons, single parents, new Canadians and the financially disadvantaged.

Spectrum '82, A Conference on Adult Education, was a special highlight for the division. Other noteworthy activities included: studying the forms of governance that would best meet the future needs of institutional clientele, and providing support to the institutions in long-range planning and institutional development. This support was particularly evident with respect to the Alberta Vocational Centre in Lac La Biche, which acquired funds for the construction of a permanent campus, and the Alberta Petroleum Industry Training Centre (APITC). Pursuant to the Report of The Task Force On The Future Of The Alberta Petroleum Industry Training Centre, an advisory committee was established for APITC and the committee is expected to provide direction for the development of the Centre. The division also encouraged the development of educational consortia through its active support of the Alberta Vocational Centres' contribution to consortia programming.

Student Services

Student Services assisted individuals and student groups at provincially administered institutions. Its activities were designed to promote greater communication and cooperation with and among institutional student services personnel. Areas of emphasis included counselling, housing registration and records, professional development, adult student satisfaction levels, and day care. In 1981-82, the branch was directly involved, in varying degrees, with the following specific activities: operation, modification and coordination of the Student Information System; review of policies and procedures relating to the administration of student assistance; resolving student concerns that could not be resolved internally; organizing inter-institutional liaison related to the student services administration, and analyzing and reporting a study of adult student satisfaction in the four Alberta Vocational Centres.

Instructional Services

Instructional Services was responsible for the divisional implementation of the General Educational Development (GED), a program through which 925 adult Albertans obtained high school diplomas.

Work commenced on the process to achieve better program coordination among northern institutions, and assistance also was provided for institutional program development. Significant progress was made in developing the Adult Basic Education curriculum along the line of high school equivalency program. Work also continued on identifying uniform standards among the division's business programs. A committee to coordinate the use of educational computers in the vocational centres commenced its activities during the reporting year.

Field Operations

Field Operations provided consultation and support to all constituents in following the guidelines and implementation procedures related to the delivery of programs and services. In particular, the branch chaired the operation of the highly successful *Spectrum '82, A Con-*

ference on Adult Education, facilitated the funding acquisition for the Adult Basic Education curriculum project, and facilitated improvements in budget planning and administration. The Provincially Administered Institution Regulations also were reviewed and updated to reflect the changes in governance of NAIT and SAIT.

Personnel Services

Personnel Services provided assistance to the management and staff of Field Services division in the areas of recruitment and selection, classification, employee relations, employee information and assistance, and administration of transactions and records. During 1981-82, the branch handled approximately 320 recruitment requests, 200 classification requests and numerous employee relations requests, while continuing in its efforts to improve the level of support provided to the provincially administered institutions.

Private Vocational Schools Administration

The Private Vocational Schools Administration administered the *Private Vocational Schools Act*, and provided a regulatory and monitoring service involving 111 privately-operated vocational schools. These included 21 barber/beautician, 28 business, 19 trade-oriented and 14 correspondence schools licensed under the Act. Between l0 000 and 12 000 students were enrolled during the reporting year.

The reporting period saw the registration of 25 new private vocational schools and the initiation of 89 licensing applications by private individuals and companies. The new schools being licensed displayed an increasing emphasis in their programming on the use of high technology in the workplace.

The schools are listed in the Private Vocational Schools Directory which was revised and updated during the reporting period. This document contains an index of courses available and other information about the schools that may be of use to prospective students and to referral agencies.

During the reporting year, the final drafting of the proposed changes to the *Private Vocational Schools Act* and its regulations was completed. Administrative procedures for implementing the requirements of the Act and regulations were established by extensive liaison with the Minister's Private Vocational Schools Advisory Council and school operators.

Administrative Services

Assistant Deputy Minister: Reno A. Bosetti
Advanced Education Endowment Fund, Coordinator: Phil G. Gougeon
Campus Development, Director: Milton R. Fenske
Colleges and Universities, Director: Henry Anderson
Communications, Director: Barbara Deters
Finance Operations, Director: W. Giff Edmonds
Financial Planning, Director: W. Giff Edmonds, Acting to September 1981
  William L. Workman, since September 1981
Legislative Services, Director: Susan Johnston, Acting to December 1981
  Sandra C. Smith, since January l982

The purpose of the Administrative Services division is to plan, coordinate and improve the administrative relationships that exist within the Department and with other government departments, and constituent institutions, agencies and organizations. The division also provides support services necessary to achieve departmental objectives.

The Assistant Deputy Minister is responsible for directing and coordinating the activities of all branches within the division as well as for special activities of a broader nature pertaining to the Department as a whole.

In 1981-82, the division directed the preparation of the 1982-83 budget estimates and allocations, both capital and operating, for all post-secondary institutions and for Department activities. The division cooperated in the conversion of technical institutes to board-governed status through preparation of legislation, transfers of assets, and appointments of boards. As preparation for development of a provincial tuition fee policy, the division consulted with boards, faculty associations and students regarding changes in *The Colleges Act* and *The Universities Act*. In addition, the divison chaired a committee reviewing the extended practicum component of teacher education programs, which resulted in a publication *Theory to Practice* describing the future requirements for teacher preparation; and successfully implemented the 1980's Endowment Fund, dealing with requests for matching $25 million in donations, $21 million of which has already been tentatively committed.

1980's Advanced Education Endowment Fund

The Endowment Fund branch was added to the division to coordinate the Fund established on May 14, 1980. The Fund is to provide up to $80 million in matching grants during this decade to Alberta's public post-secondary institutions — universities, the Banff Centre for Continuing Education, public colleges, technical institutes and vocational centres.

The 1980's Advanced Education Endowment Fund will match contributions from business and industry, organizations, foundations and individual citizens. These donations may take the form of capital gifts for construction purposes or acquisition of equipment; or they may be endowments used for developing, expanding or maintaining programs.

The Endowment Fund has resulted in approved donations of over $17 million. For example:

- The University of Alberta has received donations of land from S. A. Mactaggart valued at $1.9 million;
- An endowment of $1.2 million to the University of Alberta for diabetic research from the Muttart Foundation;
- The Ralph Scurfield family and Nu West Group Limited pledged $8 million to the province. This money will be used to construct a new building for the University of Calgary's Faculty of Management; and
- Medicine Hat College has received $2.7 million from the City of Medicine Hat to help construct a community cultural centre.

Campus Development

Campus Development Services assumes a major role in providing for the capital needs of all agencies and service units within the Department's purview. In this capacity, it is responsible for planning and monitoring the acquisition, use, maintenance and disposal of all capital resources in the system. During this process, the branch prepares the departmental annual capital budget estimates and advises institutions on matters pertaining to capital projects.

Campus Development acts as liaison with Alberta Housing and Public Works and with Alberta Government Services on matters pertaining to the construction and leasing of facilities for provincially administered institutions. The acquisition of equipment and furnishings by provincially administered institutions is subject to review and processing by the branch.

During the year, Campus Development was actively involved in institutional development emphasizing master planning of physical facilities. Its major activities included implementing the Regional Expansion Program in the trades and technology sector, participating in the planning of Athabasca University, developing and refining funding formulae, and providing assistance to all institutions in the capital development process.

Colleges and Universities

The Colleges and Universities branch provides advice and assistance to board-governed institutions. The branch is responsible for maintaining a liaison between the Department and governing boards of post-secondary institutions, including senates and students' associations. The branch also is responsible for organizing semi-annual seminars for the six Ministerial Advisory Committees.

During the reporting year, the branch continued to administer the Alberta Heritage Savings Trust Fund Library Development Grant to colleges and universities for library development, and the Special Purpose Grants Fund.

The branch organized two one-day seminars for members of boards of governors from the colleges and universities, respectively. These seminars were designed to facilitate communications and discussion of major issues among board members, the Minister and departmental officials.

Communications

Communications serves in an advisory and participatory role in developing programs and materials to increase citizen awareness and understanding of the Department, its services, programs and responsibilities.

Its activities cover all developmental stages from initiating, planning and production through to delivery and evaluation. The branch assists in communications within the Department, with other government departments and with the post-secondary institutions.

During the year, the Director of Communications managed the communications needs of the Minister as he met with officials at the inter-provincial, national and international levels.

An extensive advertising campaign was initiated for the Alberta Heritage Scholarship Fund early in the reporting period with a follow-up campaign undertaken for specific scholarships. The branch developed and coordinated production of brochures, posters and advertising for the Heritage Scholarships, and consulted with staff of the Students Finance Board in producing other information materials and news releases.

The New Employee Information Kit—*Working Together* was launched. An early evaluation indicated that it has been very well received by professionals in the personnel field and by staff. At the request of the Deputy Minister motivational brochures for new employees will be developed in the future.

Communications and Career Services cooperated in the production of a 23-minute film about post-secondary education called, *What Are You Going To Do?* The film will be available on video tape and will be distributed to all high schools, colleges and universities and Alberta Career Centres.

The branch also worked with staff of Alberta Career Centres to develop a training program for career counsellors.

Posters developed by Communications were chosen as the official posters for Canada Career Week. As in the past, the branch continued to provide service to the Canada Career Week Committee and Career Services Staff in developing a theme, coordinating activities throughout the province and, for the first time, taking a leading role in the preparation of the Canada Career Week Kits.

Spectrum '82, a three-day conference sponsored by Field Services Division, was another major project undertaken by Communications. It required a substantial commitment of time and expertise by staff of the branch.

Finance Operations

Finance Operations directs and monitors financial transactions of both the provincially administered institutions and the Department, and also provides financial leadership and control for the Department. During the year, considerable effort was directed toward improving the assessment and payment procedures for the Students Finance Board which resulted in significantly reduced time-lines in processing applications and payments. Also, arrangements were completed for the transfer of insurance coverage of the converted colleges from Treasury directly to the colleges.

This branch was responsible for monitoring, analyzing and advising upon developments under successor arrangements to the Established Programs Financing Act. This branch also advised on, and assisted in, the negotiations under the *National Training Act* with respect to financial matters.

The General Services unit is responsible for the administration of facilities for the Department and in this regard accommodated several moves and improvements in space utilization. This unit also made further improvements in records management and inventory control.

Financial Planning

Financial Planning Services has responsibility for the development of effective budget planning and review processes, and provides leadership, advice and assistance in the identification and assessment of resource implications of long-range planning activities. It collects, analyzes and disseminates operational data (including budgeting information), and coordinates the development of information systems.

In its financial planning role, the branch is responsible for the preparation of annual estimates of expenditures for all institutions, programs and services within the jurisdiction of the Department. In 1981-82, it coordinated the preparation of the 1982-83 budgets, including grant allocations to the public and private board-governed institutions. The 1982-83 budget estimates amounted to $816 260 866, representing an increase of 15.7 percent over the comparable 1981-82 forecast.

In its systems development role, the branch undertook responsibility for all departmental information processing resources, including all electronic data processing, word processing and data processing related telecommunication equipment, information processing software, information processing services, as well as hardware and software for the automated office.

Legislative Services

This branch is responsible for the analysis, review and revision of provincial legislation relating to the delivery of adult education and manpower programs and services. The branch also is responsible for the drafting, review and processing of all departmental agreements, including intergovernmental agreements; coordination of the provision of legal advice on a variety of matters concerning the functioning of the Department; and review of policies before implementation.

In 1981-82, the branch assisted in the drafting of Acts that were passed by the Legislature which included: the *Alberta Heritage Scholarship Fund Act*, the *Technical Institutes Act*; the *Department of Advanced Education and Manpower Amendment Act*, 1981; the *Manpower Development Act*, 1981; the *Banff Centre Amendment Act*, 1981; the *Colleges Amendment Act*, 1981; the *Students Loan Guarantee Amendment Act*, 1981; the *Universities Amendment Act*, 1981; and the *Technical Institutes Amendment Act*, 1981.

Legislative Services was involved in the transfer of hospital-based nursing training in Alberta from Hospitals and Medical Care to the Department. The branch also was involved in the finalization of board-governed status for the technical institutes.

Legislative Services continued to carry out its responsibilities for ensuring that professional legislation conforms to the Government's *Policy on Professions and Occupations*. To this end, the *Architects Act*, the *Engineering, Geological and Geophysical Professions Act* were proclaimed in July 1981. The *Health Occupations Act* was proclaimed in January 1982, and the *Land Surveyors Act* was proclaimed in December 1981.

Personnel Services

Coordinator: Robert C. Carson

Personnel Services continued to provide services in the area of recruitment, selection, classification, compensation and employee relations. In response to Department needs and concerns, staff development activities were increased and occupational health and safety programs were implemented.

Staff Development

During 1981-82, 388 employees participated in 62 staff development programs. This involved a total of 237 courses with 185 male and 203 female participants. Also of major importance was the increased emphasis on the use of special training and development programs to help managers to be more effective. Planned during the year was a training program based upon behavior-modelling to assist supervisors and managers in developing practical supervisory skills.

Special Projects

In consultation with the Communications branch, an employee information kit, *Working Together*, a check list for employees and supervisors, as well as information booklet, *So You're New*, were developed and in use throughout the Department. Formal half-day orientation seminars were planned at various offices as required.

Occupational Health and Safety

In 1981-82 a number of programs were developed to help increase staff awareness in identifying health and safety hazards in the work place. The programs also assisted managers to administer the *Occupational Health and Safety Act and Regulations.*

The Coordinator was responsible for identifying and presenting departmental concerns during negotiations of the Master Agreement and Divisional Contracts. The Coordinator also played a major role in the conversion of NAIT and SAIT to board-governed status.

SERVICES

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DEPARTMENTAL SERVICES

Alberta Advanced Education and Manpower is committed to the provision of educational and manpower services to adult Albertans. Post-secondary institutions, training programs, transfer arrangements, financial assistance programs, specialized educational and employment programs, counselling and information services, all exist to help Albertans make maximum use of both post-secondary and employment opportunities.

The many special beneficiaries of departmental services include persons who are unskilled, undereducated, disadvantaged, disabled, retired, or living in remote areas; immigrants; Native people; as well as business and industry. Some post-secondary students also benefit as participants of the internship program established by the Department and other government agencies to help students acquire practical experience in their field of study. As post-secondary education and manpower needs are identified, the Department attempts to respond to them, thereby contributing to the fulfillment of long-term social and economic policies of the provincial government.

The following pages highlight some of the specialized support programs and services provided by the Department in carrying out its broad responsibilities.

Training and Employment Services

Alberta Vocational Training Program (AVT)

This program was designed to meet the short-term training needs of business, industry and government as well as to financially assist individual disadvantaged adults to take vocational training programs.

The ***Program Support*** element facilitated the delivery of short-term vocationally oriented training programs by providing funds to institutions. Utilization of this program allowed the Department to expand institutional programs to meet emerging needs of individuals and industry for vocational training. It also allowed the Department to facilitate the delivery of programs in smaller communities, to expand capacity to meet the needs of immigrants for English as a Second Language, and to provide *ad hoc* programs where the need was identified by the Canada Employment and Immigration Commission. Program Support also arranged for the Canada Employment and Immigration Commission to purchase 3 965 'training places' in ongoing programs.

During the year, 394 programs were offered throughout the province with a budget of $5 213 700. Special courses for operators/owners of small businesses also have been developed, and Program Support supplied the course material for 150 Small Business Management programs operated throughout the province.

In conjunction with industry and institutions, special courses in road building equipment operation, heavy transport driving, pipeline welding and side-boom operating also were initiated. At the request of the Department of Agriculture, three tractor overhaul courses and two agriculture courses were also initiated.

The ***Student Support*** element assisted disadvantaged Albertans financially while they took vocational training. Students attended training programs at Alberta Vocational Centres, Community Vocational Centres, technical institutes, private vocational schools, colleges, *ad hoc* programs, and in industry through training on-the-job contracts. In 1981-82, a total of 8 897 persons received financial assistance with a budget of $5 744 357.

Vocational Rehabilitation of Disabled Persons (VRDP)

Costs associated with this program were shared with the federal government under Vocational Rehabilitation of Disabled Persons agreement. Through this program, the Department offered services such as vocational assessment, career counselling and financial support to disabled Albertans to assist them with their vocational training. Specialized equipment such as opticons, television readers, talking calculators, talking typewriters as well as special services such as tutors and interpreters were made available for the deaf. Funds were approved for seven experimental programs involving hearing-impaired, mentally handicapped and learning disabled persons. All public post-secondary institutions in the province were available for use by disabled adults. In 1981-82, the budget for the program, which served 878 disabled persons, was $3 474 243. For further statistics, refer to the table, *Services Provided Under AVT-VRDP in 1981-82*.

SERVICES PROVIDED UNDER AVT-VRDP IN 1981-82

Institution	No. Of Students Admitted To Training		No. Of Student Days Of Training	
	AVT	VRDP	AVT	VRDP
Technical Institutes	82	85	4 875	5 554
Alberta Vocational Centres	7 256	137	472 877	7 047
Alberta Petroleum Institute Training Centre	165	9	50 851	957
Private Schools	535	71	37 691	4 755
Universities	–	98	–	6 951
Community Colleges	4 223	408	316 186	30 302
Agricultural Courses	138	–	8 096	–
Community Vocational Centres	522	–	31 869	–
Other	884	24	39 805	772
Out of Province	–	46	–	3 565
TOTALS	13 805	878	962 250	59 903

Priority Employment Program (P.E.P.)

The purpose of this provincial program was to provide temporary employment opportunities for unemployed Albertans, primarily during the winter. Participating provincial government departments implemented short-term employment projects. Projects were approved on the basis of the anticipated unemployment rate and aggregate unemployment levels in each census division of the province. The Regular Project element was extended from March to the end of June, 1982.

As 1981 was the International Year of Disabled Persons, the program had two special program elements which were operated from November 1, 1980 to the end of the 1981-82 fiscal year.

The Employment Skills Demonstration Projects element offered up to six months work experience in government departments for Albertans receiving assistance from Alberta Social Services and Community Health. The majority of the projects in this element were clerical positions. Most of the participants were female single parents who had been out of the work force for some time.

The Special Placement Work Experience Program, which was operated by the Personnel Administration Office, provided similar work experience for people with a variety of disabilities.

The following table provides estimated figures on the activity of each program element.

1981-82 PRIORITY EMPLOYMENT PROGRAM (P.E.P.)

Element	No. Of Projects	No. Of Employees	Total Allocation
Regular Projects	595	843	$2 718 962
Employment Skills Demonstration Projects	201	232	1 224 873
Special Placement Work Experience Projects	44	47	247 177
TOTAL	840	1 122	$4 191 012

Summer Temporary Employment Program (S.T.E.P.)

The objective of the Summer Temporary Employment Program was to provide temporary employment and career development opportunities for Alberta youth during the summer. The Department operated or provided administrative support for 10 program elements during the reporting period.

Five program elements (Provincial Government Departments, Recreation Work Experience, Veterinary Work Experience, Law Enforcement Career, and Tourism Work Experience) provided employment for post-secondary students from May to August. The remaining five program elements (Summer Farm Employment, Municipal Governments, Junior Forest Ranger, Agricultural Society and the School Board) employed high school students. In addition, funding was provided to operate a Quebec/Alberta Employment Exchange Program involving the exchange of 25 students from each province during the months of July and August. In 1981, S.T.E.P. created over 3 500 positions for Alberta youth throughout the province, as shown in the following table.

1981 SUMMER TEMPORARY EMPLOYMENT PROGRAM (S.T.E.P.)

Element	Projects	Employees	Allocation
Provincial Government Departments	647	735	$2 483 260
Recreation Work Experience	120	120	161 741
Veterinary Work Experience	32	32	51 852
Law Enforcement Career	13	28	96 385
Tourism Work Experience	62	150	106 224
Summer Farm Employment	783	783	488 592
Municipal Governments	393	1 186	1 599 802
Junior Forest Ranger	10	140	349 920
Agricultural Societies	79	118	145 027
School Boards	78	227	299 162
Quebec-Alberta Employment Exchange	25	25	170 000
Total	2 242	3 544	5 951 965

Canada Manpower Industrial Training Program (CMITP)

This program was designed to provide Alberta business and industry with incentives for the expansion and improvement of employer-centred training and to improve and increase the skills of Albertans. The specific objectives of CMITP were:

(a) to support industrial development strategies established in Alberta;

(b) to alleviate persistent skill shortages;

(c) to support the upgrading of employed workers;

(d) to prevent the lay-off of workers caused by technological or other changes;

(e) to encourage the establishment of new industrial training programs, and improve existing industrial training programs; and

(f) to equalize employment opportunities for clients with special needs and other unemployed workers who lack marketable skills.

The CMITP program was administered jointly through the Manpower Training Branch of Alberta Advanced Education and Manpower, and local Canada Employment Centres.

Procedures involved in the implementation of CMITP included canvassing employers to identify their manpower requirements, assessing training plans developed by employers and/or assisting employers in the development of training plans, monitoring contracts and assessing the effectiveness of training. The province was solely responsible for providing a consultative service to employers in the development of training plans and programs as well as the approval, monitoring and evaluation of the methodology and content of employer training programs. The Canada/Alberta Agreement provided for the purchase of $8.7 million of training in the 1981-82 fiscal year. Further data on CMITP are given in the following table.

DATA ON CANADA MANPOWER INDUSTRIAL TRAINING PROGRAMS (CMITP)
1980-81 AND I981-82

	1980-81	1981-82
Total number of Contracts	2 792	2 044
Total number of Trainees	5 080	5 033
Total Dollar Value	$7 624 000	$8 700 000

Canada Manpower Training Program (CMTP)

This is a federal-provincial program, pursuant to the Adult Occupational Training Act, under which the Department provided education services while the Canadian Government contracted to purchase a certain number of places in post-secondary institutions. The federal government reimbursed the province for a portion of its costs and supplied financial assistance directly to federally sponsored students through training allowance and unemployment insurance funds.

Under the apprenticeship part of this program, the federal government purchased institutional training on behalf of apprentices selected by the Apprenticeship and Trade Certification Board and also provided financial assistance to apprentices while they were undergoing the institutional portion of their program. Further data on CMTP are given in the following table.

CANADA MANPOWER TRAINING PROGRAM (INSTITUTIONAL)
1981-82

Institutions	Students
Technical Institutes	289
Alberta Vocational Centres	2 069
Alberta Petroleum Industry Training Centre	97
Community Colleges	1 510
TOTAL	3 965
Apprenticeship	21 026
Apprenticeship (Private)	620
Private Trade Schools	812
Summary	
General Purchase	3 965
Apprenticeship	21 646
Private Trade Schools	812
TOTAL	26 423

Critical Trade Skills Training Program (CTST)

This program was designed to encourage Alberta employers to undertake the training of workers in highly skilled occupations which experience chronic shortages. It provided financial assistance to firms which were willing to initiate or expand training in approved occupations. In the reporting year, these occupations were Geophysical Technician, Electronic Engineering Technician, Petroleum Engineering Technician, Process Operator, Tool and Die Maker, and Draughtsperson.

The CTST program was administered jointly through the Manpower Training branch of Alberta Advanced Education and Manpower, and local Canada Employment Centres.

The procedures involved in implementing CTST were the same as for the Canada Manpower Industrial Training Program. During the 1981-82 fiscal year $1.5 million of training was contracted with employers in Alberta. Further data on CTST are given in the following table.

DATA ON CRITICAL TRADE SKILLS TRAINING PROGRAM (CTST)
1981-82

Total Number of Contracts	41
Total Number of Trainees	139
Total Dollar Value	$1 500 000

Placement Services

Placement Services provided resources and personnel to assist in the promotion of special placement programs. These programs assisted students and special needs groups in learning job search skills and in being placed in job opportunities throughout Alberta. In addition, the administration of *The Employment Agencies Act* provided licensing for commercial employment services operating primarily in the cities of Edmonton and Calgary.

In 1981-82, there was a 14 per cent increase over the previous years in the number of private placements. This increase was primarily due to the growth in the oil and gas industry, as 146 agencies operated in Calgary compared to 118 the year before.

NUMBER OF LICENSED PRIVATE PLACEMENT AGENCIES
1981-82

Edmonton	Calgary	Other	Total
73	146	15	234

Hire-A-Student Program

The Alberta Hire-A-Student Program is a cooperative activity sponsored by the federal and provincial governments, business, community and student groups concerned with the placement of students in summer jobs. This combination makes this Alberta organization unique in Canada.

While the major sponsors (Alberta Advanced Education and Manpower, the Alberta Chamber of Commerce, and Canada Employment and Immigration Commission) provide funding support and resource personnel, each Hire-A-Student centre is autonomous, and the local committee is responsible for that centre's operations.

The objective of the program is to help students find jobs. This is achieved by establishing summer employment placement offices and by providing students with job search information.

There was expansion of the program's educational component in 1981. Students were hired to provide job search information presentations in classrooms throughout Alberta from January until June.

In the 1981 program, 77 Hire-A-Student placement offices throughout the province recorded 30 872 placements. Provincial government funding support for the program, both for the placement and job search services, was over $225 000 in direct support to the operating centres, as follows:

1981 HIRE-A-STUDENT PROGRAM

Type of Centre		Placements	Provincial Funding
Urban	Calgary	6 618	$ 30 129.00
(Also federally	Edmonton	6 754	29 788.00
funded)	Grande Prairie	635	5 751.00
	Lethbridge	1 743	13 863.00
	Medicine Hat	1 340	4 520.29
	Red Deer	1 857	4 621.00
Rural	51 Centres	6 519	136 871.06
	20 Centres (federally funded)	5 406	–
TOTAL	77 Centres	30 872	$225 543.35

Special Needs Groups

This program provided funds and acted as a resource to selected groups who carried out special employment placement, support, promotion and development activities for Albertans with special needs, such as people over 45 years of age, Native people, young adults with learning disabilities, people who are sensory disadvantaged, and socially disadvantaged youths.

Participating groups, amounts of funding and numbers of workers placed are shown in the table which follows. In 1981-82, a total of 4 230 placements were made and over $997,000 was expended. Corresponding figures for 1980-81 were 3 149 placements and funding of $540,000.

1981-82 SPECIAL NEEDS GROUPS

Organization	Activity	Placements	Funding
Over 45 Age Group, Edmonton	Employment Placement	1 800	$ 91 988
Opportunity "45", Calgary	Employment Placement	2 039	149 108
YMCA, Edmonton	Employment Placement	69	148 835
Distinctive Employment Counselling Services, Edmonton	Employment Readiness	322 (groups)	101 204
Native Outreach Association	Native Employment	N/A	492 742
McMan Youth Services, Edmonton	Employment Readiness	–	8 988
TOTAL		4 230	$997 095

Council On Admissions and Transfer

Chairman: Harold Baker
Executive Secretary: Peggy Garritty

This Council, established in 1974 as an independent body, is responsible for developing policies, guidelines and procedures designed to facilitate transfer arrangements among institutions in the advanced education system. It plays an active role in the implementation of these policies through monitoring, mediation and research. While the work of the Council is primarily with the institutions, its basic objective is the enlargement of educational opportunity for students.

A primary activity of the Council is the compilation and distribution of a *Provincial Transfer Guide*, outlining transfer arrangements among Alberta post-secondary institutions on both course and program bases. At the end of the reporting year, the seventh (1981-82) edition of the guide was in the final stages of production and printing.

During the reporting year, the Council completed Phase I of its Transfer Patterns Research Study – presenting and analyzing data and identifying trends in the movements of post-secondary transfer students both within and into the province. The second phase of this study will cover two more years. Copies of the study are available from the Council.

The Council continued its responsibility for stimulating and facilitating the improvement of working relationships and communication among the institutions involved in transfer. Additional information about the Council can be obtained from its annual reports.

Students Finance Board

Chairman: Roman A. Wiznura
Chief Executive Officer: Fred T. Hemingway

The Students Finance Board reports directly to the Minister of Alberta Advanced Education and Manpower. The mandate of the Board is to ensure that financial needs do not act as a barrier to post-secondary education for Alberta students. The Board also provides a service function for other agencies of government.

In 1981-82, the Board administered The Canada Student Loan program, the Provincial Student Loan program and a variety of scholarships, grants and bursaries, including the Alberta Heritage Scholarship Trust Fund. The latter is an extensive award program funded by a $100 million endowment from the Alberta Heritage Savings Trust Fund. Awards under this program are made for outstanding achievement and may be won by Albertans who have excelled in their academic pursuits, their career, the arts, sciences, and in recreational and athletic activities.

Details of programs and expenditures can be found in the annual report published by the Students Finance Board.

SCOPE

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Interprovincial, National and International Activities

Council of Ministers of Education, Canada (CMEC). The Hon. James D. Horsman, Minister of Alberta Advanced Education and Manpower, was a member of this Council, which was the primary vehicle for liaison and coordination among education ministers from the 10 provinces.

Advisory Committee of Deputy Ministers of Education. Dr. Henry Kolesar was a member of this *ad hoc* Committee which reviewed information and concerns, and provided recommendations for the Council of Ministers of Education, Canada.

Ministers with Manpower Responsibilities. The Hon. James D. Horsman, Minister of Alberta Advanced Education and Manpower, was a member of this *ad hoc* Committee, which provided a consultative mechanism for ministers with manpower responsibilities and the Canada Employment and Immigration Commission. Mr. Horsman has been Chairman of the Provincial-Territorial Ministers' Group since September 1981.

Deputy Ministers with Manpower Responsibilities. Dr. Henry Kolesar was a member of this *ad hoc* Committee which prepared and exchanged information on manpower matters of concern to members. Dr. Kolesar has been Chairman of the Provincial-Territorial Ministers' Group since September 1981.

Western Canada Post-Secondary Coordinating Committee. The Hon. James D. Horsman, Minister of Alberta Advanced Education and Manpower, was a member of this Committee, which performed a coordination and liaison function for the four Western provinces and two Northern Territories.

Federal-Provincial Steering Committee on Chinese Scholars. This Committee was constituted in November, 1978 to deal with the Special Program for Chinese Scholars. Dr. Desmond E. Berghofer, Assistant Deputy Minister of Program Services, was the member representing Alberta.

Manpower Mobility Offices. These offices in Toronto and London, England served to advise potential immigrants of job opportunities available in Alberta, and to assist Alberta employers in recruiting workers to this province. The staff of the London office also advised potential immigrant entrepreneures.

Interprovincial Programs

- Through a joint agreement between Alberta and Saskatchewan, Lakeland College, created in 1974, provided post-secondary educational services outside provincial boundaries.
- Financial support was provided to 80 Alberta students in veterinary science at the University of Saskatchewan, 20 students in optometry at the University of Waterloo, and one student in prosthetics/orthotics at the British Columbia Institute of Technology.

Olds College Orientation Programs. Olds College maintains a significant involvement in interprovincial and international agricultural education, and again in 1981-82 it provided orientation programs for the International Agricultural Exchange Program.

Interprovincial Standards Coordinating Committee. The Manpower Services Division represented Alberta Advanced Education and Manpower on this committee which guided the Interprovincial Standards (Red Seal) Program for the certification of tradesmen in Canada.

Public Participation

Apprenticeship and Trade Certification Board consisted of 11 public members (appointed by the Lieutenant Governor in Council) plus the Director of the Department's Apprenticeship and Trade Certification branch. The Chairman was W. Gordon Alexander. For each trade, the board may appoint local and provincial apprenticeship committees comprised of representatives of both employers and employees to advise on matters pertaining to apprenticeship training and certification standards for tradesmen. There were approximately 600 trade advisory committee members during the reporting year. (See Appendix for names of Board Members.)

Manpower Advisory Council was composed of public representatives consisting of the chairman, T. C. Donnelly and six members. Through liaison with all sectors of industry and labour in the province, the Council conducted a continuing review of Alberta's manpower goals, needs, and manpower development. (See Appendix for names of Council members.)

Hire-A-Student Advisory Council advised on issues affecting the Alberta Hire-A-Student Program. It facilitated the participation by the co-sponsors of the program, including the Alberta Chamber of Commerce, the Government of Alberta, and the Government of Canada. The Council provided a channel for the communication of student employment needs and interests. As well, it regularly assessed the program and offered recommendations for change.

Six Minister's Advisory Committees, composed of 90 public members, advised the Minister on relevant topics of concern to each Committee. The six committees were: University Affairs, College Affairs, Student Affairs, Native People's Education, Further Education, and Technical and Vocational Education. (For a listing of chairmen and members of these committees see the Appendix.)

Boards of Governors were responsible for the administration and operation of Alberta's four universities, 10 public colleges and the Banff Centre for Continuing Education. A maximum of eight representatives of the public for each university board of governors, and a total of seven representatives of the public for each college board of governors, were appointed by the Lieutenant Governor in Council. (Names of chairmen and members can be found in the Appendix.)

Program Advisory Committees at provincially administered institutions included public, community and industry participants. Varying in number among the institutions, the committees provided information and direction for determining program development in terms of the quality, quantity and competencies required of graduates.

Private Vocational Schools Advisory Council was composed of five public members appointed by the Minister. The Council advised the Minister on issues relating to private vocational schools and heard appeals concerning licensing and license cancellations. (See the Appendix for names of board members.)

Local Further Education Councils coordinated non-credit, adult education courses, resources and support facilities. Eighty-three in number, these councils consisted of private citizens and representatives from local service agencies and groups which regularly offered educational programs to adults.

Councils met regularly to identify local adult learning needs and responded to those needs through a coordinated and comprehensive offering of non-credit courses.

Students Finance Board was composed of seven public members, including a chairman, appointed by the Minister. The Minister also appointed 24 public members to three Appeals Committees located in Edmonton, Calgary and Lethbridge. (See Appendix for names of board members.)

Local Education Management Committees have been formed at Community Vocational Centres in several northern settlements. The Committees, varying in membership from three to six, articulated local training priorities, participated in the screening of applicants, provided advice on operation, and assisted with program evaluation.

Community Consortia Regional Advisory Committees have been formed for each of the five Community Consortia. These committees were composed of volunteers living in the area served by each Consortium and represented the educational, social, cultural and business interests in the various communities served. Each Committee provided advice to the Board of Directors concerning Consortium operations and played a key role in determining programming priorities.

Nursing Manpower and Education Implementation Committee was established as an *ad hoc* committee to provide advice and recommendations to assist the government in resolving nursing manpower, education, and research issues.

Selected Extradepartmental Committees

Interdepartmental Committees

The ***Early Childhood Services Coordinating Council*** included representation from Alberta Education, Alberta Social Services and Community Health, Alberta Advanced Education and Manpower, the Alberta School Trustees' Association, the Alberta Association of Young Children, and the Alberta Federation of Home and School Associations. The purpose of the council is to ensure that the resources of all these Departments and the input of the represented agencies are brought to bear in the provision of educational, child care, and health services for young children in Alberta. This Council was phased out during the 1980-81 fiscal year and will be replaced in 1982-83 by an Early Childhood Services Policy Advisory Committee reporting to the Ministers of Advanced Education and Manpower, Education and Social Services and Community Health.

Alberta Manpower Committee included representation from Alberta Agriculture, Alberta Tourism and Small Business, Alberta Economic Development, Alberta Energy and Natural Resources, Alberta Federal and Intergovernmental Affairs, Alberta Social Services and Community Health, Alberta Transportation, Alberta Labour, and Alberta Advanced Education and Manpower. The prime responsibility of the committee was to ensure the coordination at the policy level of those employment related activities, programs and services operating in Alberta for the benefit of all Albertans.

- The ***Agricultural Manpower Subcommittee*** kept the Alberta Manpower Committee informed and advised on agricultural manpower matters. It also carried out related assignments from the Committee. These assignments included providing provincial membership on inter-provincial and federal-provincial committees or work groups dealing with agricultural manpower activities; negotiating agricultural manpower agreements with all levels of government; establishing and maintaining committees and work groups on the basis of needs identified and approved by the Alberta Manpower Committee; and, without limiting the responsibilities of the Department of Agriculture, ensuring that agricultural manpower development activities were undertaken in cooperation with those responsible for other manpower development activities within the province.

  This Subcommittee was chaired by an Executive Officer designated by Alberta Agriculture. Its membership included representatives from appropriate member departments of the Committee and other provincial government departments and agencies.

- The ***Employment Development Subcommittee*** kept the Committee informed and advised on employment development matters pertaining to the implementation of the Manpower Policy by government departments, and carried out related assignments from the Committee.

  This Subcommittee was chaired by the Executive Director, Employment Development, Advanced Education and Manpower. Its membership included representatives from member departments of the Committee and other appropriate provincial government departments and agencies.

- The ***Manpower Information Subcommittee*** kept the Committee informed and advised on current and anticipated manpower and manpower-related assignments from the Committee.

  This Subcommittee was chaired by the Executive Director of the Planning Secretariat, Advanced Education and Manpower. Its membership included representatives from member departments of the Committee and other appropriate provincial government departments and agencies.

- The ***Career Development Subcommittee*** kept the Committee informed and advised on career development matters pertaining to the implementation of the Manpower Policy by government departments, and carried out related assignments from the Committee.

  This Subcommittee was chaired by the Executive Director, Career Development, Advanced Education and Manpower. Its membership included representatives from member departments of the Committee and other appropriate provincial government departments and agencies.

- The ***Health and Social Services Disciplines Committee,*** while not a subcommittee, provided information on health and social service manpower matters to the Alberta Manpower Committee, via the latter's Executive Secretary.

- The ***Federal-Provincial Liaison Committee,*** while not a subcommittee, provided, through its provincial representatives, information on manpower discussions involving both orders of government.

Alberta Education Communications Authority (AECA) consisted of the Ministers of Alberta Advanced Education and Manpower and Alberta Education. AECA provided programming guidelines for the Alberta Educational Communications Corporation (ACCESS). R. A. Bosetti, the Assistant Deputy Minister of Administrative Services, served on behalf of the Deputy Minister as a member of the Executive Committee of AECA.

ACCESS Board of Directors consisted of nine public members and was responsible for the administration and operation of ACCESS. Members of this Board were appointed by the Lieutenant Governor in Council. (Names of the Chairman and members can be found in the Appendix.)

Agricultural Education and Rural Extension Advisory Committee included representation from Agriculture, Education, Advanced Education and Manpower, public colleges offering agricultural programs, the Faculty of Agriculture and Forestry at the University of Alberta, Alberta 4-H Council, the Rural Education and Development Association, the Alberta School Trustees Association, the Alberta Women's Institutes, the Alberta Association of Municipal Districts and Counties, and Unifarm. It was an Advisory Committee for the Alberta Agriculture Coordinating Committee, through which it informed the Ministers of Agriculture, Education, and Advanced Education and Manpower, on matters related to agricultural and home economics education and rural extension.

Board of Teacher Education and Certification included representatives from Education, Advanced Education and Manpower, the Alberta Teachers' Association, the Alberta School Trustees' Association, the three faculties of Education in the province, Athabasca University and the Conference of Alberta School Superintendents. The Board advised the Ministers of Education and Advanced Education and Manpower concerning the education and certification of teachers in Alberta.

Inter-Departmental Liaison Group for Library Development included representatives from Culture, Education, and Advanced Education and Manpower. The Liaison Group advised the Ministers of these three departments on matters pertinent to the planning, development, and coordination of all forms of library services in Alberta.

Committee on Special Relationships included representatives from Federal and Intergovermental Affairs, Advanced Education and Manpower, Culture, Economic Development, Agriculture, Environment, Recreation and Parks, Tourism and Small Business, Energy and Natural Resources, and Government Services. The Committee monitored, developed and promoted the relationship between Alberta and its three "sister" provinces: Hokkaido (Japan), Heilongjiang (China), and Gangweon (Korea).

Interprovincial Committees

Western Canada Post-Secondary Coordinating Committee

- ***Health Manpower Requirements Subcommittee.*** Merv Massey-Hicks and W.E. Novasky were the departmental representatives.
- ***Distance Education Subcommittee.*** Doug Crawford was the chairman and departmental representative.
- ***Subcommittee on Adult Literacy.*** David Beckman was the departmental representative.
- ***Subcommittee on International Education.*** Fred Ogilvie was the chairman and departmental representative.
- ***Subcommittee on Services to the North.*** Des Berghofer was the chairman and departmental representative.
- ***Subcommittee on Accessibility of Disabled Adults to Educational Opportunities.*** Syl Villett was the departmental representative.

Interprovincial Standards Coordinating Committee – Trade Certification. Harold Watson was the departmental representative.

National Committees

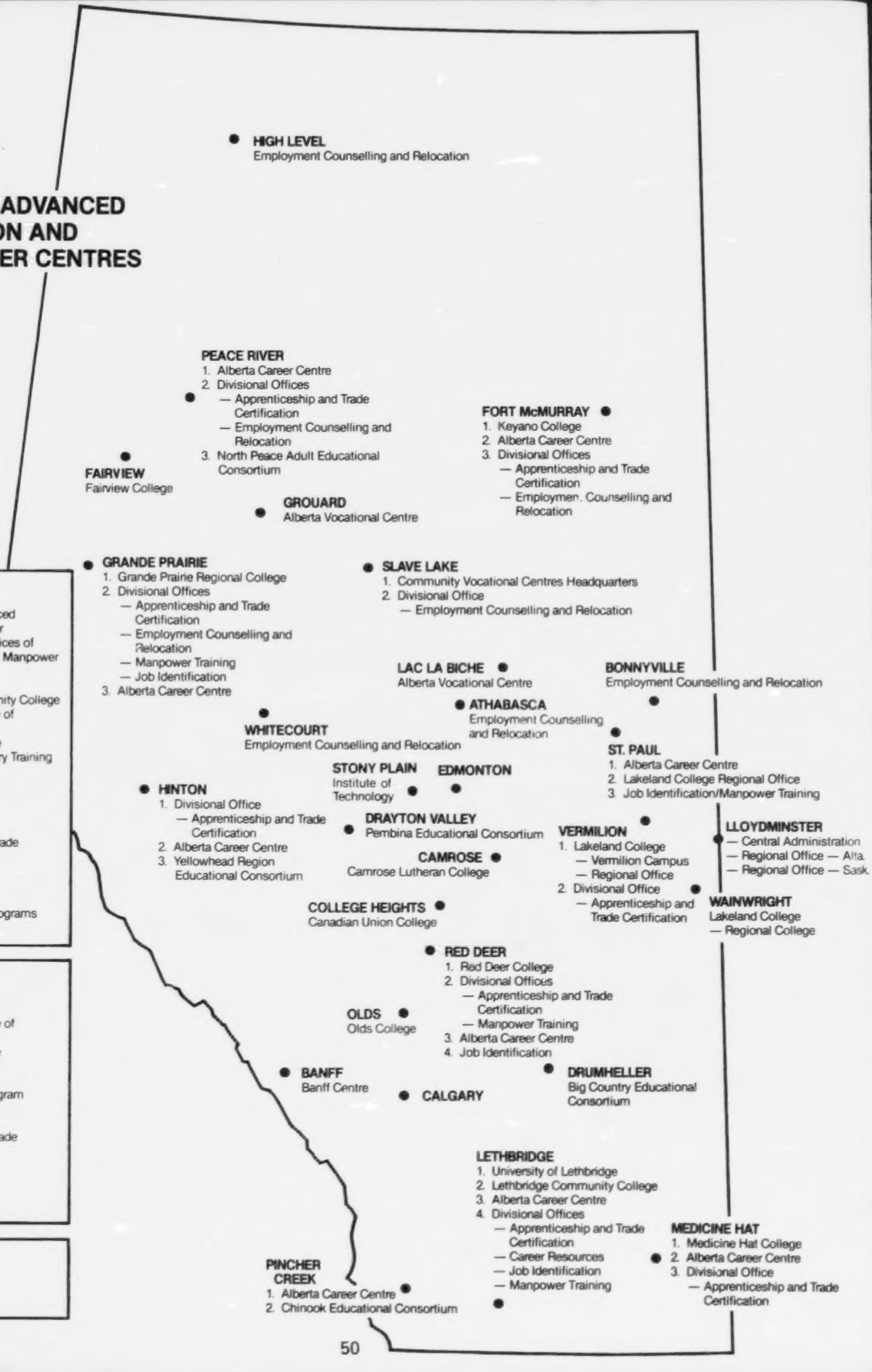
Federal-Provincial Health Manpower Committee. *William E. Novasky was the departmental representative.*

Council of Ministers of Education, Canada Subcommittees:

- ***Canadian Committee on Financing University Research.*** Don Ogaranko was the departmental representative.
- ***Interprovincial Committee on Education Data.*** William L. Workman was the departmental representative.
- ***Federal-Provincial Task Force on Student Assistance.*** William L. Workman was the departmental representative.
- ***Coordinating Committee for Media.*** Doug Crawford was the departmental representative.
- ***Federal-Provincial Working Group on Education-Related International Activities.*** Des Berghofer was the departmental representative.

Metric Sector Committee 10.03 (Post-Secondary Non-University Education). David Beckman was the departmental representative.

ALBERTA ADVANCED EDUCATION AND MANPOWER CENTRES


HIGH LEVEL
Employment Counselling and Relocation
PEACE RIVER
1. Alberta Career Centre
2. Divisional Offices
— Apprenticeship and Trade Certification
— Employment Counselling and Relocation
3. North Peace Adult Educational Consortium
FORT McMURRAY
1. Keyano College
2. Alberta Career Centre
3. Divisional Offices
— Apprenticeship and Trade Certification
— Employment Counselling and Relocation
FAIRVIEW
Fairview College
GROUARD
Alberta Vocational Centre
GRANDE PRAIRIE
1. Grande Prairie Regional College
2. Divisional Offices
— Apprenticeship and Trade Certification
— Employment Counselling and Relocation
— Manpower Training
— Job Identification
3. Alberta Career Centre
SLAVE LAKE
1. Community Vocational Centres Headquarters
2. Divisional Office
— Employment Counselling and Relocation
LAC LA BICHE
Alberta Vocational Centre
BONNYVILLE
Employment Counselling and Relocation
ATHABASCA
Employment Counselling and Relocation
WHITECOURT
Employment Counselling and Relocation
ST. PAUL
1. Alberta Career Centre
2. Lakeland College Regional Office
3. Job Identification/Manpower Training
STONY PLAIN
Institute of Technology
EDMONTON
HINTON
1. Divisional Office
— Apprenticeship and Trade Certification
2. Alberta Career Centre
3. Yellowhead Region Educational Consortium
DRAYTON VALLEY
Pembina Educational Consortium
VERMILION
1. Lakeland College
— Vermilion Campus
— Regional Office
2. Divisional Office
— Apprenticeship and Trade Certification
LLOYDMINSTER
— Central Administration
— Regional Office — Alta.
— Regional Office — Sask.
CAMROSE
Camrose Lutheran College
COLLEGE HEIGHTS
Canadian Union College
WAINWRIGHT
Lakeland College
— Regional College
RED DEER
1. Red Deer College
2. Divisional Offices
— Apprenticeship and Trade Certification
— Manpower Training
3. Alberta Career Centre
4. Job Identification
OLDS
Olds College
BANFF
Banff Centre
CALGARY
DRUMHELLER
Big Country Educational Consortium
LETHBRIDGE
1. University of Lethbridge
2. Lethbridge Community College
3. Alberta Career Centre
4. Divisional Offices
— Apprenticeship and Trade Certification
— Career Resources
— Job Identification
— Manpower Training
MEDICINE HAT
1. Medicine Hat College
2. Alberta Career Centre
3. Divisional Office
— Apprenticeship and Trade Certification
PINCHER CREEK
1. Alberta Career Centre
2. Chinook Educational Consortium

EDMONTON

1. Minister of Alberta Advanced Education and Manpower
2. Central administrative offices of Advanced Education and Manpower
3. University of Alberta
4. Athabasca University
5. Grant MacEwan Community College
6. Northern Alberta Institute of Technology
7. Alberta Vocational Centre
8. Alberta Petroleum Industry Training Centre
9. Concordia College
10. Students Finance Board
11. Alberta Career Centre
12. Divisional Offices
    - — Apprenticeship and Trade Certification
    - — Career Services
    - — Job Identification
    - — Manpower Mobility
    - — Special Manpower Programs
    - — Manpower Training

CALGARY

1. University of Calgary
2. Mount Royal College
3. Southern Alberta Institute of Technology
4. Alberta Vocational Centre
5. Students Finance Board
6. Alberta Career Centre
7. Technical/Vocational Program Services
8. Divisional Offices
    - — Apprenticeship and Trade Certification
    - — Career Services
    - — Job Identification
    - — Manpower Mobility
    - — Manpower Training

MANPOWER MOBILITY OFFICES:

Toronto, Ontario
London, England

APPENDIX

List of Members of Boards, Advisory Committees and Advisory Councils

The following persons were serving as members on boards and advisory committees as of March 31, 1982.

Boards of Governors

1. ***University of Alberta***
   Chairman: John Schlosser; members: Gordon Conway, Garry Davidge, Max Berretti, Janet Bentley, Jack Kennedy, John E. Barry, Erwin Mertens, Douglas Max Ritchie, Dorothy Richardson, W. Dave Usher, Bernard Adler, Steve M. Hunka, R.J. Crawford, Philip Soper, Kris Farkas, Niall Shanks, Jean Forest (Chancellor), and Myer Horowitz (President).

2. ***University of Calgary***
   Chairman: Ross A. MacKimmie; members: Harry Irving, Maurice Paulson, Robert A. Wilson, June Redmond, Bert Howard, Thomas Lamb, Janet Koper, Micheal Williams, Brian Norford, William F. Luxton, James A.N. Mackie, Bob Weyant, James Beck, Mitchell McCormick, Richard O'Gorman, Donna Rediger, Louis Lebel (Chancellor), and Norman E. Wagner (President).

3. ***University of Lethbridge***
   Chairman: R. Philip M. North; members: Harry Cox, Ted King, David Hughes, Diana Lanier, Terrance Royer, Frank Maloney, Alan Van Orman, Marilyn Sinclair, Roman Scholdra, Charles J. Schott, Patricia Powers, Barry Weintraub, Islay Arnold (Chancellor), and John Woods (President).

4. ***Athabasca University – Governing Council***
   Chairman: John Elson; members: Lois Hole, Donn Larsen, Jim W. Dodds, Richard Hobbs, Ronald Gordon, Barbara Wilkinson, Michailo Wujcik, Jeanette Richter, Oliver Chernyk, John Phillip Fairweather, Rona Drennan, Don Cowper, Jane Brindley, Alvin Finkel, Dominique Abrioux, Bill Birge, Neil Henry, Ross Paul, and Stephen Griew (President).

5. ***The Banff Centre for Continuing Education***
   Chairman: Carolyn Tavender; members: Harley Hotchkiss, Claude LeBlanc, Gordon Lennard, Ralph Scurfield, Philippe de Gaspe Beaubien, John Poole, George Yeates, Susanne Palmer, Fil Randolph Fraser, Jack Krescy, James D. Fleck, and David S. R. Leighton (President).

6. ***Fairview College***
   Chairman: Ian MacDonald; members: John S. Krall, Ann Vos, Peter Polukoshko, Rae Erickson, Harold Peterson, Kenneth Landry, Trent Watts, David Gottselig, and Fred Speckeen (President).

7. ***Grande Prairie Regional College***
   Chairman: C. Bob Elliot; members: Tom Shields, Winston O. Backus, Paul E. Maisonneuve, Joan Campbell, Pauline Swallow, James May, James Penner, Donald Harper and Dorothy Rowles (President).

8. ***Grant MacEwan Community College***
   Chairman: William Lord; members: Irene Kozial, Orest Mulka, Bryan O'Donnell, Bev Mahood, Nick Porozni, Pat Haidner, Peter Furstenau, and Gerald Kelly (President).

9. ***Keyano College***
   Chairman: Roger A. Bernatzki; members: Lynda Costello, Dave McNeilly, Allan J. B. Nicholson, Dale Ehry, Kenneth R. L. Hill, Georgina Mason, Renee Spence, and Doug A. Schmit (President).

10. ***Lakeland College***
Chairman: David Hines; members: Don Whittaker, David Panas, Dan Zarowney, Bryon Iverson, George John Daugela, Alan Earle, Leonard D. Fundytus, and Roy Murray (President).

11. ***Lethbridge Community College***
Chairman: George B. Lomas; members: Dick Haney, John Otto, Bob Alexander, Mavin Fox, Barbara Bond, Laurence Turney, Tom Forrest, Ed Haye, and Les Talbot (President).

12. ***Medicine Hat College***
Chairman: Kenneth W. Lutes; members: Terrance Doran, Eileen Sissons, Donna Lee Porter, Leslie Cluff, Allan Craig, Brian Rothwell, Linda Plumer, and Charles J. Meagher (President).

13. ***Mount Royal College***
Chairman: Roy Deyell; members: Dianne O'Connor, Ted Carruthers, Bruno Todesco, Alexander Gordon Cameron, David Walker, Ron Nicholls, Marelene Meyers, Scott McGowan, and Donald Noel Baker (President).

14. ***Olds College***
Chairman: Don J. Robertson; members: C. Larry Edwards, Marilyn Sharp, Bridgette Galvon, Helen Smith, Gordon Church, Dick Wray, Ian Hall, John Neufeld, and Glen N. Crombie (President).

15. ***Red Deer College***
Chairman: Ed Makarenko; members: Jack Donald, Douglas McElligott, David MacNaughton, Doris Jewel, Robert Krejci, Joan Piening, Gerry Paradis, Neil Keller, and William G. Forbes (President).

16. ***NAIT – Interim Governing Authority***
Chairman: Al McCagherty; members: Gurbachan Singh Paul, Douglas A. Brimacombe, Lawrence Jacobs, Fausta Magee, Tony Falcone, Perry Baird, Don Pratt, Syed Kalimul Haq, Brian Sveinbjornson, and Stan Souch (President).

17. ***SAIT – Interim Governing Authority***
Chairman: George Kermack; members: Jeff Welling, Lloyd Hutton, Ron Parker, Elgin Bell, Marjorie Bahan, Malcolm S. Bryce, Chris Quigley, Steve Buckley, James Dodds, Alan Hallman, and Fred Jorgenson (President).

18. ***Stony Plain Trades and Technology Institute – Interim Governing Authority***
Chairman: James Edgar Baker; members: Ken Foster, Victoria Slater, Murray Kulak, Mickey Krikun, Roy Warwa, George Frieser, and Jack Starritt (President).

19. ***Big Country Educational Consortium***
Chairman: Glen Crombie; members: Terry Anne Brydges, John Fisher, Anne Herman, Fred Jorgenson, Ken Loose, Shirley McClellan, Alan Meech, Brent Pickard, and Gaye Ross.

20. ***Chinook Educational Consortium***
Chairman: Les Talbot; members: Jim Crowe, Fred Jorgenson, Chuck McCleary, Judi McQueen, Alan Meech, Geraldine Montalbetti, Brent Pickard, Susan Vogelaar, and Allen Wilcke.

21. ***North Peace Adult Education Consortium***
Chairman: Fred Speckeen; members: Neil Clarke, Fred Dumont, Charles Lockwood, Ross Paul, Dorothy Rowles, and Larry Shorter.

22. ***Pembina Educational Consortium***
Chairman: Gerry Kelly; members: Michael Andrews, C. Jerry Frankovitch, Dean Meraw, Mervin Pasula, Ross Paul, Howard Pearson, Brent Pickard, Stan G. Souch, and Amy Zelmer.

23. ***Yellowhead Region Educational Consortium***
Chairman: Michael Porter; members: Michael Andrews, Lloyd Carswell, Tak Hayashi, Howie Johnston, Gerald Kelly, Allan Meech, Dwayne Radke, Dorothy Rowles, Larry Shorter, Bernie Simpson, and Stan Souch.

The Minister's Advisory Committees

1. ***Minister's Advisory Committee on College Affairs***
Chairman: Cliff A. Mitchell; public members: Fred Brimacombe, Gloria Bergman, Ted Sutton, Terry Haberman, Spencer Montgomery, George Meyer, Ann Doiran, Melanie Stephens, Phil Stephan, Debbie Frieburger, Kevin Attwell, Peter Greene, Henry Carter, and Pat Haidner. Executive Secretary: Ed Tomaszyk.

2. ***Minister's Advisory Committee on Further Education***
Chairman: Gordon Welch; public members: Carol Blythe, Dave Clark, Lorraine Hokanson, Mickey McCannel, Adrienne Murphy, John Tewnion, Vi Sunohara, Gordon King, Barry Virtue, Ed Brandt, Peter Doonanco, Vance Walter Van Dam, Alice Haberer, and Ronald Pigeon. Executive Secretary: Dan Coupal.

3. ***Minister's Advisory Committee on Native People's Education***
Chairman: Christine Morris; public members: Gayle MacKenzie, Peter Erasmus, Mary C. Grimes, Evelyn Norberg, Faye C. Doyle, Menno Boldt, Leona Sandiuk, Peggy Johnston, Patti Meekison, Irene Perry, Emily Stonhouse, Chris Hylton, Bruce Starlight, and Jane Sagar. Executive Secretary: Kent Slater.

4. ***Minister's Advisory Committee on Student Affairs***
Chairman: Al Scott; public members: Roy Blais, Karen Clarke, Mark Gibson, Shelby Smordin, Tom Badger, Patricia Clegg, Corrine Johnson, Michelle Christopher, Sue Kellock, Dennis Coulombe, Lisa Walter, Bill Coleman, Scot Packham, and Virginia Yakamovitch. Executive Secretary: Eileen Perfrement.

5. ***Minister's Advisory Committee on Technical-Vocational Education***
Chairman: Gordon Peers; public members: Ken Davey, Robert Labelle, John Ritter, Gloria Kaufman, Raymond P. Heard, Eric Reynolds, Randy Rudd, Carl Sorenson, David Ibsen, Glen Ingalls, and Jacques Plamondon. Executive Secretary: Don Bell.

6. ***Minister's Advisory Committee on University Affairs***
Chairman: John Paterson; public members: Rita Calhoun, John Church, Terry Toivanen, Jorden Johnston, Jane Martin, Mary Lou Rose, Joy Schafer, Ardeth Trudzick, Rick Mrazek, Pearl Calahasen, Craig Whitehead, Terry Moore, Aylmer Ryan, and Alan H. MacDonald. Executive Secretary: Peter Maxwell Muir.

Other Boards, Advisory Councils and Committees

1. ***Apprenticeship and Trade Certification Board***
Chairman: W. Gordon Alexander; employee representatives: Dave Hagel, R. (Bob) Bannister, Dennis Rasmusson, and A. Gunter Bruckner; employer representative: Haig B. Lewis, Harry Tims, E. (Ted) Valentine, and Bernard Smyth; public members: Elmer S. Knutson, Norma M. Meroniuk; Director: Harold Watson.

2. ***Private Vocational Schools Advisory Council***
Chairman: Frank Cairo; public members: Sheila Murphy, Sybren Vandermuellen, Eugene Sekora, and Harry Gaede.

3. ***Manpower Advisory Council***
Chairman: Tom Donnelly; public members: Diane Hall, Robert Donlevy, Clayton Kennedy, Clayton Spence, David H. Fagan, and Gerry Locke.

4. ***Students Finance Board***
Chairman: Roman Wiznura; public members: Pierrette Ducharme, Maureen Holmes, David

O'Leary, Nestor Saskiw, James Smith, Albert Hauptman, Greg Michaud, and Kees Cusveller; student representatives: John Kellner and John Balfour.

5. ***The Alberta Educational Communications Corporation Board of Directors***
Chairman: Jack Snedden; Vice-Chairman: Fred Terentiuk; members: Desmond Berghofer, Robert Cook, Leona Edgar, James S. Hrabi, Carrie Hunter, K. Dean McMullen, Annette Nelson, Mitro Sereda, Jeannette Boulet, Jack Kane, Donna Fraser, Eleanor Thompson, and Joseph Szaszkiewicz.

6. ***Students Finance Board Appeals Committee***
Edmonton – Jo Flaman, Don Lee, Al Scott, Elwyn Freeman, Therese Vasquez, Roy Alwyn, Ross Salmon, and Jan Wilhelm. Calgary – Les Roberts, Ann Rycroft, Jim Mitchelson, Sharon Green, Leslie Neilson, Jean Munn and Al Hallman.

7. ***Hire-A-Student Advisory Committee***
Chairperson: Nick Alvan; members: Frank Riddle, Dave Chabillon, Dwaine Macaulay, Terry Mansell, Paul Ouimet, Keith Shackleford, Abe Friesen, and Brigham Day. Executive Secretary: Carolyn Dieleman.

8. ***The Nursing Manpower and Education Implementation Committee***
Chairman: Des Berghofer, members: Eleanor Gonredson, Joanne Scholdra, Janet Kerr, Fernande Harrison, Vicki Christensen, Glen Gonner, Peggy-Anne Field, Bernard Shell, Judith Prowse, Bob Slothart, Gail Meilicke, and John Forrester.

INSTITUTIONS

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INSTITUTIONAL SECTORS

Alberta's post-secondary education system is comprised of four distinct institutional sectors and five community consortia, each fulfilling specific roles designed to meet the diverse educational needs of adult Albertans in all regions of the province. In so doing, the four sectors — provincially administered institutions, public colleges, private colleges, and universities — and the consortia arrangements contributed significantly to the overall development of the province.

Provincially Administered Institutions

Alberta's provincially administered institutions include four vocational centres located in Edmonton, Calgary, Grouard and Lac La Biche; a number of Community Vocational Centres in northern Alberta; the Alberta Petroleum Industry Training Centre in Edmonton, and the Technical Institutes.

The Alberta Vocational Centres endeavour to provide a comprehensive range of needed quality adult education programs concentrating on adult basic education, skill training and service initiatives responsive to local, regional and provincial needs. Special emphasis is placed on providing the training required to enable those who are underemployed or unemployed and those who are socially, economically, geographically, educationally, or physically or mentally handicapped to participate in the social and economic development of the province.

The two technical institutes provide training that leads to direct employment in business, industry, government service or educational institutions. Programs offered by the technical institutes range from two-year diploma programs in a variety of technologies, to diverse continuing education courses. These institutions assist in fulfilling the province's manpower requirements in such areas as apprenticeship, technical and vocational needs. To supplement and complement the programs in the two existing technical institutes, namely NAIT and SAIT, a third, the Institute of Technology in Stony Plain, will begin to offer some apprenticeship programs in September 1983.

The *Technical Institutes Act* was modified during the year to provide for a transition of NAIT and SAIT, and the new Institute of Technology, Stony Plain from provincially administered institutions to board-governed, effective April 1, 1982.

In addition to addressing the needs of the individual, provincially administered institutions are closely attuned to community and employer needs.

Independent Institutions

Public Colleges

Alberta's ten public colleges are located in Calgary, Edmonton, Fairview, Fort McMurray, Grande Prairie, Lethbridge, the Lakeland region, Medicine Hat, Olds, and Red Deer.

Each college places considerable emphasis on responding to the changing needs of Albertans in the communities and regions they serve. To provide this service, programs range from academic upgrading to university transfer, and include various career, vocational and community service programs.

Private Colleges

Alberta Advanced Education and Manpower provides operating grant support to three non-profit, private colleges located in Camrose, Lacombe and Edmonton. These church-affiliated colleges offer a variety of courses, including university transfer, thereby providing an additional alternative for Alberta post-secondary students to pursue their educational goals.

Universities

Universities are the degree-granting institutions of the province and offer a wide range of programs to serve a variety of needs of Alberta citizens. Alberta's universities are located in Edmonton, Calgary and Lethbridge. Through qualified instruction, scholarly research, and community services, the universities play an integral role in the social and economic development of the province.

The Banff Centre for Continuing Education is a non-degree granting institution responding to needs in selected areas of study in arts and management.

Community Consortia

As part of the government's regional expansion of post-secondary education programs, five Community Consortia, four of which were established in 1980, operated in designated areas of Alberta to provide smaller communities with ongoing credit programs leading to a diploma, degree or certificate being awarded by a participating institution or a recognized licensing body. The Community Consortia are cooperative associations of post-secondary institutions whose goal is to deliver higher education in regions of the province previously not served directly by post-secondary institutions. Members of the communities participate in the planning of program offerings by serving on the Regional Advisory Committees and Boards of Directors of the Consortia. The Chief Executive Officers of the participating institutions also represent their institutions on the Boards of the Community Consortia contributing to the governing of consortia activities.

Each of the Consortia centres was active in preparing students for the General Educational Development (GED) examinations, and also offered adult counselling services. The facilities that house Community Consortia activities included portable classrooms, schools, and leased community space, such as a municipal building.

Provincially Administered Institutions

Provincially administered institutions are administered and supported directly by Alberta Advanced Education and Manpower. The heads of all provincially administered institutions report to the Assistant Deputy Minister of the Field Services Division.

Vocational Centres

Alberta Vocational Centre – Calgary

President: James E. Crowe

The Alberta Vocational Centre – Calgary provides opportunities for academic upgrading and employment training to adult Albertans who, because of lack of education or skills, do not participate fully in the world of work. Programs at the Centre varied in length from six to 40 weeks. Support services were provided, both as part of programs and through the activities of the Student Services Department.

Enrolment Patterns

There was an overall decrease in full-time credit enrolment primarly due to a 26 per cent decrease in enrolment in English as a Second Language (ESL). Almost all full-time ESL students at AVC are sponsored by the Canada Employment and Immigration Commission.

Curriculum and Program Development

During the year, AVC – Calgary offered Academic Upgrading, both day and evening, in High School Mathematics and English through the Big Country Educational Consortium in Drumheller. Plans were made for expansion into the science area. Plans were also initiated for the future implementation of a Building Service Worker program and Nursing Assistant program with the Chinook Educational Consortium in the Crowsnest Pass.

The Computers in Education Project was implemented on June 1, 1981. Since its inception, the primary goal of the project has been to increase the computer awareness of AVC staff. To this end, a number of workshops, lectures, and courses were offered to staff members with attendance ranging from 30 to 80 per cent of the instructional personnel. In addition, a number of special projects were undertaken in order to involve staff in the development of computer-assisted learning (CAL) materials. The AVC interactive video disk project was an example of the type of CAL material produced by AVC – Calgary.

AVC – Calgary joined the rest of the provincial agencies in offering the General Education Development (GED) exams for adults who wanted their Grade 12 completion certificate. From April 1981 to March 1982, there were two exam sessions. Of the 154 people who wrote, 118 passed. Arrangements were made to offer the exams to special interest groups at the Calgary Correctional Institute (Spy Hill), Morley and the Armed Forces Base. Testing was also coordinated at Drumheller and Pincher Creek/Blairmore.

During the year, the Centre made significant use of the Student Information System (S.I.S.). Full-time students were placed on the S.I.S. The English-as-a-Second-Language program piloted a new practical language curriculum and implemented a new system of placement, achievement testing and student evaluation. A follow-up survey of recent ESL graduates was conducted to determine employment patterns and future ESL programming needs.

AVC – Calgary, as a member of the Calgary Inmate Education Consortium, offered new programs in the pre-employment areas, such as Building Service Worker, Blueprint Reading and Introductory Surveying. Increased offerings in the Life-Management Skills Programs were also implemented.

The Hearing Impaired Literacy Education Program commenced in January 1982. An evaluation of this program was in progress.

The Emergency Homemaker Program was offered twice in the year. Offering the program at the site of employment agencies proved beneficial in securing adequate student numbers.

A major curriculum activity was initiated in Academic Upgrading. The instructional staff identified core content in all subjects along with general and specific course objectives. The ultimate goal of this activity will be to develop a competency based, individualized and open-entry curriculum.

Campus Development

The Child Development Centre was officially opened on September 14, 1981. The Centre had appropriate facilities for 80 children aged two years and four months to six years. Subsequent modifications and renovations were completed to the spaces previously used by the Development Centre to provide five additional classrooms, a large student lounge and three offices with reception space for regular AVC student use.

Employment of Graduates

Employment opportunities were plentiful for most graduates. This was especially true for Building Service Worker and Business Education graduates.

Further Education and Community Service

Significant increases in non-credit enrolments in Further Education occurred, particularly in Academic Upgrading, English as a Second Language and Building Services Workers programs.

Two of the four original outreach learning centres in Calgary communities were expanded to enable students to attend mornings, afternoons and evenings. One additional site was added to accommodate increased demand in the northeast section of the city.

The Pre-Apprenticeship program added a science component, and the Learning Enrichment Program expanded its program offerings to include such courses as phonics, grammar, and medical terminology. Some High School courses were also offered on a part-time basis.

Available classes in English as a Second Language were increased from 37 to 44 sections, for an increase of 140 students per session. Enrolments in the Building Services Worker program increased by 67 per cent.

A certificate program was developed in Business Education, enabling students to enrol in a series of evening courses and get a certificate upon successful completion of the program. The Nursing Assistant program, designed to assist para-professional nurses with previous training to become registered Nursing Assistants continued. Eighteen students completed the program and 10 were in progress at years' end.

Alberta Vocational Centre – Edmonton

Centre Supervisor: David E. Hubert, to June 1981
President: Michael B. Andrew, since July 1981

The Alberta Vocational Centre – Edmonton, provides a variety of educational programs for adult Albertans. The programs are intended to enhance student capabilities to participate in the social and economic development of the province. The Centre's primary focus is on the training requirements of Albertans who are educationally, culturally and/or economically disadvantaged, and to this end it offers a variety of personal development, academic upgrading and pre-employment skill training programs.

Enrolment Patterns

During the year, the Centre experienced a substantial increase in the number of applications for training. In spite of an increase in the number of registrants from 4 472 in 1980-81 to 4 926 in 1981-82, waiting lists for most programs continued to grow. The greatest growth area was in the Academic Upgrading programs which increased by almost 500 students.

The registrations in the Continuing Education Division decreased from the previous year; but this was a result of a lengthening of the English-as-a-Second-Language courses and a consequent decrease in the frequency of offerings. Total instructional hours actually climbed from 168 592 in 1980-81 to 196 170 in 1981-82. Another reason for the growth of student hours was that more courses were offered than ever before through local outreaches and through the Yellowhead and Pembina Educational Consortia.

Curriculum and Program Development

During the year, the developments in curriculum and programs clearly reflected the three major objectives identified by the Centre in its Development Plan. The Alberta Vocational Centre Edmonton concentrated on how to better meet student needs through improving current program operations, through investigating alternate instructional delivery modes and through an expansion of the skill-training opportunities available.

An external evaluation of instructional organization and delivery in the Academic Upgrading Department was completed and recommendations designed to increase the effectiveness of the program were being examined.

The English As a Second Language Department adopted a competency-based method of evaluating and reporting student achievement. A detailed follow-up study of graduates revealed that the majority of graduates needed their newly acquired English language skills on the job; were continuing to learn English on a formal and an informal basis; and attributed significant improvement in their employment status to the training which they received.

Continued improvements were made to address the individual learning needs of students by providing learning options and special classes in occupation-specific English language skills.

The Nursing Assistant Department concentrated on further development of the self-pacing possibilities of its program by adjusting the length of individual student programs, and by exploring the possible application of computers in program delivery. In addition, the program was offered outside the Centre for the first time – in High Prairie through a brokerage arrangement with AVC – Grouard.

The Business Education Department responded to the rapid developments in technology by introducing training in word processing and computerized accounting. The Clerk-typist Refresher Program was completely revised to reduce the time requirement for completion. Program options were expanded in this Department with the approval of the Accounting for General Business. Personnel from Business Education were responsible for delivery of outreach clerk-typist programs to Consortia at Hinton, Edson and Drayton Valley.

The Occupational Short Courses Department expanded with the approval of the Pre-Employment Printing program. New program initiatives in this area included the preparation of proposals to offer an Introduction to Food Preparation program, Residential Aide Training program and Employment Skills for the Mentally Handicapped adults; all scheduled to commence in the Fall of 1982. Major curriculum development occurred in the Building Service Worker and Mixology programs for the purpose of offering these programs on credit basis to part-time students in Continuing Education.

The Alternate Learning program for adults with learning disabilities was suspended until a complete revision of the program can be carried out.

In order to address individual learning styles and individual circumstances of students more closely, all programs were involved in developing alternate forms of instructional delivery; and the integration of computer-based education into instructional programs was begun in a number of departments.

Campus Development

Only minor renovations were carried out during 1981-82. During this period, the Alberta Government Quick Print Centre moved out of the building allowing the Printing Program to relocate into a larger area.

A parking area adjacent to the Centre accommodating approximately 30 cars was made available to the Centre, partially alleviating the serious parking problem that existed at the Centre.

Employment of Graduates

Graduate follow-up studies indicated that most graduates from the skill-training programs were successful in gaining employment. Most students in the Academic Upgrading programs have gone on to take additional training, and were able to sucessfully return to the workplace.

Further Education and Community Service

The Continuing Education Division expanded its course offerings to reflect the entire range of daytime programs offered on a full-time basis at the Centre. A particularly strong demand was evident for Pre-Apprenticeship upgrading, English as a Second Language, Building Service Worker, and Nursing Assistant courses. The Continuing Education Division coordinated the Literacy '81 Program offered in cooperation with Grant MacEwan Community College. Close liaison with agencies and individuals within the community resulted in the Centre's services being extended to the community through the Jasper Place Adult Education Outreach, the English as a Second Language Resource Centre, English in the Workplace courses, the administration of the General Educational Development examinations, and

Prospects, an organization that provides volunteer tutors to assist illiterate adults to obtain basic literacy skill.

The Centre also continued to provide meeting and teaching facilities for Athabasca University, the Northern Alberta Institute of Technology, and various government departments and community groups.

Alberta Vocational Centre – Grouard

President: Fred J. Dumont

The Alberta Vocational Centre, with its main campus located adjacent to the historic Grouard Mission, provides academic and employment-oriented training programs to the people of the South Peace, Lesser Slave, and outer lake regions of northwestern Alberta. Outreach campuses in the communities of High Prairie, McLennan, and Valleyview complement services and offerings available at Grouard. Additionally, the Centre is involved cooperatively in two consortia – the North Peace Adult Education Centre based in Peace River, and a training facility at the Peace River Correctional Centre.

Enrolment Patterns

The enrolment in 1981-82 reflected a major overall increase in students served by the Centre, with short and evening course registration more than doubling over last year. A total of 5 329 students were enrolled in both regular day programs (1 266 students) and short and evening courses (4 063 students). A slight decrease in regular day programs was observed due to the reassignment of eight MacKenzie North satellite locations in June, 1981.

Curriculum and Program Development

In keeping pace with modern technologies and changing employment trends, several new programs were initiated in 1981-82 to augment the range of previous offerings. The instructional divisions of study were expanded to six, with the addition of the Commercial Studies division:

1. The Applied Studies division provided new programs in journeyman upgrading for carpentry and welding, and in co-operation with the Alberta Vocational Centre – Edmonton, the division provided the first rural-based Nursing Assistant program. The divisional programs also included: First Period (pre-employment) Carpentry, Welding, and Motor Mechanics; Native Cultural Heritage (Native Crafts and Cottage Industry) and Driver Education.

2. The Academic Studies division expanded its program delivery by including the High School Equivalency Diploma, General Education Development (GED) program, offered not only at Grouard but in many communities in the service region. Educational upgrading programs continued in Basic Literacy, Business Education Preparation and High School Credit, as well as English as a Second Language.

3. The University and College Transfer division included courses in Psychology, Accounting, Administration, Social Work, Business, Counsellor Aide, Teacher Aide, and Early Childhood Service. All courses were brokered from Athabasca University, Grande Prairie Regional College, or Grant MacEwan Community College.

4. The Commercial Studies division introduced a new 10-month Computer Accounting program and assumed responsibility for the Business Education and Business Management programs. A course in word processing was added to the Business Education program of studies.

5. The Job Readiness Studies division also expanded services to include an Academic Life Skills option course for basic literacy students, and the Life Skills component of a Pre-Employment Carpentry program offered by Lesser Slave Lake Indian Regional Council.

The Job Readiness/Life Skills program increased to provide five classes, each 14 weeks long.

6. The Extension division, in meeting the needs of individuals, groups and the community as a whole, brought 241 seminars and evening courses to approximately 21 different communities during the fiscal period. This service was provided to some 4 152 Albertans who enrolled in courses. With a focus on professional development and occupational training courses, the extension activities contributed to an increased public awareness and positive image of the Centre in the region.

Campus Development

Improvement of facilities was realized in several key areas during the 1981-82 fiscal year:

- renovation of Moosehorn Lodge dining room, Grouard campus;
- relocation of Valleyview campus from classroom space in the local high school to a separate building;
- renovation of existing McLennan campus; as well as
- acquisition of rental space in High Prairie Provincial Building for the extension division office.

The Nursing Assistant program was installed in the Regional Health Complex in High Prairie.

Negotiations for acquisition of Northland School (wing adjoining the main building at Grouard) were completed, with a September, 1983 occupancy date expected. Following changes and renovations, this acquisition will provide much needed additional classroom space at the main campus.

Employment of Graduates

Despite the affects of the economic downturn on the job market, graduates from skill-training programs found the greatest success. Students often gained positions with employers who had provided practicum placements for the students.

Pipeline contractors were a major source of employment for job readiness graduates, particularly during the early part of the year. Most of the students completing academic programs pursued further training or employment opportunities.

Further Education and Community Services

During 1981-82, the Alberta Vocational Centre – Grouard continued to assist many Further Education Councils, agencies and community groups in the service area. Assistance was provided for planning, organizing, and promoting many activities, in both consulting and active co-sponsoring capacities.

For the fourth year the Centre presented a one-day career exposition with displays and resource persons from throughout the province. High School students and citizens of surrounding communities were given first-hand exposure to careers and training available in Alberta.

The Centre also continued to provide significant community service to the people of the region, including:

- live-in accommodations and instructional services for seminars and short courses sponsored by the public and private sectors;
- technical material and support services to various public sector agencies;
- instructional and administrative assistance to the local Further Education Councils;

- program development assistance to the public school systems and other local government agencies, and
- fire protection, emergency transportation and recreational services to the residents of the Hamlet of Grouard.

Alberta Vocational Centre – Lac La Biche

President: D. E. (Ted) Langford

The Alberta Vocational Centre – Lac La Biche serves communities in northeastern Alberta, several of which have large Indian and Metis populations. In addition to Vocational Preparation programs, course offerings included pre-employment, para-professional, trades, business and technical programs designed to develop skills with which individuals may obtain gainful employment. Continuing education, professional development programming and driver training remained important components of the institution's services.

Most programs were offered in Lac La Biche, but services also were provided at a number of locations throughout northeastern Alberta.

Enrolment Patterns

During 1981-82, training volume in regular daytime programs increased by about l5 per cent over the previous year to more than 600 registrations.

Curriculum and Program Development

The Alberta Vocational Centre – Lac La Biche worked closely with NAIT to offer two 4th Class Power Engineering Courses, one at Lac La Biche and one at Blue Quills. The Forestry Worker program was again offered in cooperation with the Lac La Biche District Forestry Service. Seven off-campus programs were delivered. Five of these were academic upgrading and two – at Athabasca and Blue Quills in St. Paul – were business education. The two academic upgrading programs were on Saddle Lake and Frog Lake Indian Reserves, and three programs were offered by Lakeland College in the towns of St. Paul, Grand Centre and Bonnyville.

Campus Development

Detailed planning for new facilities at Lac La Biche was conducted with the architectural firm assigned by Alberta Housing and Public Works.

Joint planning with the community resulted in agreement that the Centre, in conjunction with the community, consider the building of a swimming pool using the 1980's Advanced Education Endowment Fund. The Centre continued to use community facilities for most of its recreational activities. During peak enrolment periods residential space had to be leased. The Centre also leased space for its St. Paul offices and the business program in Athabasca, but space for other outreach programs was provided by the communities or agencies requesting the service.

Employment of Graduates

Strong demand existed for the Centre's graduates. In particular, graduates in community service, business education, trades areas and the Community Resource Worker, Community Health Worker and Early Childhood Development programs continued to be in high demand.

Further Education and Community Service

There was continuing high interest in further education and professional development courses. These courses were offered in Lac La Biche as well as at off-campus locations.

Alberta Vocational Centre – Lac La Biche served the community by making facilities available to local groups and through students' work in field placements. Students from the Community Resource Worker, Community Health Representative and Early Childhood Development programs were especially helpful to community agencies.

Community Vocational Centres

President: Rudy Andersson

The Community Vocational Centres (CVC) provided training courses and services in 17 remote and isolated communities in the lake region of North Central Alberta in 1981-82. In addition, it provided counselling services to 19 communities. These courses and services were delivered from the institution's central office and a distribution centre situated in Slave Lake. Communities served by CVC are shown in the following table.

COMMUNITIES SERVICED BY COMMUNITY VOCATIONAL CENTRES, 1981-82

Communities	Counselling Service Provided	Training Service Provided
1. Atikameg	X	X
2. Big Prairie	X	X
3. Cadotte Lake	X	X
4. Calling Lake	X	X
5. Driftpile	X	X
6. East Prairie	X	X
7. Flatbush	X	X
8. Faust	X	—
9. Gift Lake	X	X
10. Kinuso	X	X
11. Little Buffalo	X	X
12. Loon Lake	X	X
13. Peerless Lake	X	X
14. Sandy Lake	X	X
15. Slave Lake	X	X
16. Smith	X	X
17. Sucker Creek	X	—
18. Trout Lake	X	X
19. Wabasca	X	X

Organizational Development

During the year, the formation of the Council of Community Education Committees was approved by the Minister. This Council formally represented the Community Education Committees which were established in each of the communities to provide support and direction at the local level.

Changes in organizational structure also occured at the service level when the geographical area served by CVC was divided into three regions – each with six or seven community committees. The coordinator who served each of these regions was responsible for assessing community needs and resolving instructional delivery and evaluation concerns.

Enrolments

Student participation rose sharply through the year. The variety and frequency of courses delivered also increased during the year. In all, the upward trend in enrolment set earlier in the decade continued.

Curriculum and Program Development

As in the past, most of the CVC programming was orientated toward academic upgrading and vocational preparation; but a significant number of non-academic programs were offered as well. These were offered in both the full-time and part-time modes, and ranged from welding and home electrical wiring to business education and fur trapping, and from career driving to cardiopulmonary resuscitation.

Campus Development

Other than for its Slave Lake operations, the CVC program depended largely on facilities supplied by the communities for its classroom and workshop needs.

The addition of a mobile training unit during the year for teaching welding was well-received.

Institutional Planning

During the year, work on developing a long-range institutional development plan was commenced.

Job Skills Development

The year was characterized with some clear successes in training for employment. A sizable proportion of graduates from clerk-typist and career driving courses obtained jobs during the year. At the same time, upgrading courses and job exposure training continued to show its usual positive impact upon graduates seeking jobs or further training.

Career and Social Skills Development

A series of special career workshops was conducted for a variety of client groups – CVC students, Opportunity Corps crews, high schools in the region and other agencies.

Alberta Petroleum Industry Training Centre (APITC)

President: C. Jerry Frankovitch

The importance of oil as a valuable natural resource in Alberta made necessary the provision of training in the many activities related to oilwell drilling. In recognition of this fact, Alberta Education and the Canadian Association of Oilwell Drilling Contractors (CAODC) pooled their efforts and established the Alberta Petroleum Industry Training Centre in Edmonton in 1966. The Centre provides physical facilities (classrooms and a fully operational drilling rig) and instructors to teach courses emphasizing safety practices as well as many of the skills and techniques required in the drilling industry.

With the growth of in-house training conducted by drilling contractors, the Centre has concentrated on pre-employment courses. The courses offered in l981-82 included:

- the Pre-Employment Floorman course for individuals seeking to enter the drilling industry; and
- the Truck Driver Training course which was sponsored by the Alberta Petroleum Industry Training Centre and conducted by the Alberta Trucking Association.

Enrolment Patterns

The total enrolment in both the Pre-Employment Floorman course and the Truck Driver Training course was lower than the previous year. There were 78 students from Newfoundland and 22 from the three maritime provinces in the Pre-Employment Floorman course. The Oilwell Boilers course, which had a total of 172 registrants in the previous year, was discontinued as the contractors did their own training or employed private training groups. The total enrolment for the year was 486.

Curriculum and Program Development

The recommendations of the task force struck to recommend future directions of the Centre have been accepted by the Department. During the later part of the year, the Minister of Advanced Education and Manpower appointed the Committee members of the APITC Advisory Committee. The members represented various petroleum industry groups and relevant provincial government departments and boards.

The purpose of the committee was to:

- facilitate communication and cooperation between the Alberta Petroleum Industry Training Centre, the petroleum industry and other related training organizations, with particular reference to the mounting of programs relevant to the needs of industry;
- identify emergent training needs and to assist in the development, implementation and promotion of Alberta Petroleum Industry Training Centre programs; and
- monitor and evaluate annually the overall effectiveness of the Alberta Petroleum Industry Training Centre in meeting the needs of industry.

Employment of Graduates

There was a significant reduction in drilling activity during the year with the implementation of the National Energy Policy. In spite of this slow-down graduates were able to secure employment.

Further Education and Community Service

During the year, various industry and government groups used the facilities of the Centre for meetings, staff training and presentation of specialized courses. A number of service companies used the drilling rig to test equipment.

Various tours of the Centre with the drilling rig in operation were conducted for schools in Edmonton and adjacent towns.

Technical Institutes

Northern Alberta Institute of Technology (NAIT)

President: Stan G. Souch

Now in its twentieth year of operation, NAIT continued to offer a rich variety of programs designed to prepare graduates for careers and to assist in meeting the requirements of industry and business for skilled manpower. The demand in recent years for the Institute's programs has resulted not only in the growth of facilities on the main campus, adjacent to Edmonton's Municipal Airport, but also in the acquisition of several satellite campuses throughout the city.

Programs were offered in various formats for full-time, apprenticeship, and part-time students, and were delivered on-campus in traditional classroom and laboratory situations and also off-campus through "distance delivery" systems. NAIT's program services encompassed engineering, medical-science, and life-resource technologies; business, applied arts, and service occupations; and industrial and commercial trades.

Since its establishment and until March 31, 1982, NAIT was a line operation of Alberta Advanced Education and Manpower, with the President reporting directly to the Deputy Minister of that Department. In response to government's decision to convert the technical institutes to board-governed operation, however, NAIT underwent a goverance transition beginning in the fall of 1981. A quasi-board, the Interim Governing Authority, comprising seven public members, three staff members, and one student member, was formed and given limited powers to assist in the transition. Through the next six months, preparations were made to transform the many elements of NAIT – finance, purchasing, personnel, staffing, physical plant – to a scope and mode appropriate to autonomous board-governed operation.

Enrolment Patterns

During the 1981-82 academic year, NAIT delivered instruction to 4 921 students enrolled in programs leading to one-year Certificates or two-year Diplomas. In the same period, training was provided to 10 821 apprentices, and part-time courses in continuing education served over 22 700 registrants.

Campus Development

The 1981-82 period saw preparations for the renovation of the General Administration Office area to upgrade facilities in use for nearly 20 years, and to reflect changes in administrative staff anticipated for the pre- and post-conversion requirements of the Institute. Concurrently, further office space was sought for additional staff in finance, purchasing, and personnel. Several instructional areas underwent renovations owing to changes in curriculum, staffing, or enrolments. Additional space was leased to accommodate new programs.

Program Development Activities

As part of the Institute's practice of ensuring the quality and appropriateness of its offerings, program-validation and graduate follow-up studies were conducted for eight programs in 1981-82: Administrative Management, Animal Health Technology, Basic Banking and Business, Computer Systems Technology, Dietary Technology, Electrical Engineering Technology, Industrial Heavy Equipment Technology, and Radio and Television Arts.

NAIT continued to participate in the development of two Department-funded curricular projects: the Alternative Training Delivery for the Second-Period Electrician Apprenticeship and the computer-managed-learning-based Power Engineering (Fourth Class) program. Also during the reporting year, NAIT initiated the Emergency Medical Technician-Paramedic and the Water Resources Technology programs. Development began on the Technical Instructor and Trainer program, which is intended for delivery through the Continuing Education Division in future years.

Special Events and Activities

Notable were the continuation of the Pre-employment Carpentry program delivered via mobile unit to Native people on reserves, and the Special Career Training and Services Unit, to assist physically disabled students to attend regular programs.

NAIT was active jointly with the University of Alberta, Faculty of Education for the delivery of credit programs for the staff development of 60 NAIT instructors, and, less formally, in international education with the Faculty of Engineering.

The in-service Instructor Training program demonstrated success with 30 persons in the June session and 60 in the August session, and attracted instructors from other institutions, including Lakeland College and the Alberta Vocational Centres at Grouard, Edmonton, and Calgary. Various other short-term workshops and programs were held for instructors, supervisors, and administrators – for a total of approximately 350 personnel. During 1981-82, 27 staff members were on long-term educational or industrial leave.

Together with other post-secondary institutions, NAIT continued to participate in the Yellowhead and Pembina Educational Consortia, which were formed to arrange for the delivery of institutional programs in demand by the people of those regions. In addition, NAIT continued to participate with three other post-secondary institutions in an informal consortium delivering courses to the Fort Saskatchewan Correctional Centre.

With the establishment of a new Institute of Technology, Stony Plain and the government's decision not to expand NAIT's facilities significantly, complex and sensitive planning was undertaken at NAIT to determine the most appropriate relationship with the new Institute. During 1981-82, scenarios for program transfer and duplication were developed, negotiations occurred with the planning committee and departmental officials, and extensive consultations were held with program staff. Subsequently, the Interim Governing Authority deliberated at length to determine the arrangements that would be best for NAIT's students, programming mandate, and staff, and yet meet the demands for training in the Edmonton region.

Southern Alberta Institute of Technology (SAIT)

President: Fred C. Jorgenson

Since its establishment in Calgary in 1916, SAIT has become a comprehensive polytechnic institution with a wide range of programs, including engineering and related technologies, trades, communication arts, business education, fine arts at the Alberta College of Art, and medical sciences. The Institute also offered a wide range of continuing education and correspondence courses, and provided leadership in power engineering courses across Canada.

Enrolment Patterns

In 1981-82, SAIT served about 43 000 students, including 5 413 in full-school-year education programs, 7 581 in apprentice programs, 5 448 in correspondence courses, 18 953 in continuing education short courses on campus, 4 839 in continuing education off-campus courses across southern Alberta, 633 in computer-managed learning courses across Alberta, 481 in teleconferencing courses across the province, and 78 in welding from a mobile instructional unit. The Institute also provided accommodation for about 5 000 people who attended seminars and conferences on the campus.

Campus Development

Students, instructors, staff, and managers continued to appreciate the comprehensive Campus Centre which opened in November 1980 to serve social, athletic, cultural and educational needs.

Satellite campuses, SAIT II which opened at 2015 Centre Avenue East in September 1980, and SAIT III which opened at #604 42 Avenue N.E. in September 1981, facilitated instruction for five apprenticeship trade programs.

Maintenance and grounds staff continued to demonstrate special pride in the upkeep and aesthetics of the SAIT campus.

Teaching and Learning

SAIT managers, instructors, and non-academic staff continued to focus on motivating and assisting students to succeed in their career planning, professional preparation, and professional performance.

Special Events

The major event of the 1981-82 year was the proclamation of Bills 49 and 98, which provided for board-governed status at SAIT, effective 1 April 1982. The Board of Governors is made up of 10 public, two instructor, one non-academic staff and two student members plus the SAIT president. A 10-member Interim Governing Authority provided an effective transition from administration by Alberta Advanced Education and Manpower to board governance.

The Institute participated in the Big Country and Chinook Educational Consortia which provided post-secondary education in the geographic areas surrounding Drumheller and Pincher Creek-Crowsnest Pass, respectively.

SAIT hosted the Canadian Colleges Athletic Association Championships from March 23 to 27, 1982. SAIT's men's basketball from, the Trojans won the national championship, men's volleyball Trojans placed second, women's volleyball Helenas won third, and men's hockey Trojans finished fourth – all in the Canadian competitions.

Institute of Technology, Stony Plain

Executive Director and Chairman of the Interim Governing Authority: Jack Starritt

In April of 1980, the minister of Advanced Education and Manpower announced the creation of a third technical and trades institute to be located outside the city of Edmonton. On May 1, an executive director was appointed, along with an advisory committee which was charged with the responsibility of developing a functional plan covering location, architectural planing, construction and operation of a new institution providing technology and trades training for the Edmonton region.

The committee received and reviewed presentations from seventeen communities, culminating in Stony Plain being chosen as the location for the new institute.

Campus Development

A quarter section of land was acquired in the southeast corner of the town of Stony Plain. The committee recommended that the first phase of the campus be planned and constructed to accommodate 3 500 full-time equivalent students. The campus will consist of an industrial building, services building, technology building, recreational building and residential facility. Architects were appointed to design the industrial building and plan total site development. The plan called for construction to commence in 1982 with an intake of apprenticeship students in September 1983.

Program Development

The role of the Institute, as defined by the government, included instruction in apprenticeship training, technologies, upgrading and retraining. A number of apprentice and technology programs were to be transferred from NAIT and an initial agreement was reached with NAIT which included all health programs. A number of surveys were conducted with the business and industrial community to determine needs and projected requirements. A great deal of time was spent investigating alternate means of delivery and the use of new technologies in the instructional process.

Special Events

The Institute was converted to board-governed status in October 1981 with the appointment of an Interim Governing Authority composed of seven public members. They were charged with the responsibility of concluding a transfer agreement with NAIT and preparing for the transfer from the Department of Advanced Education and Manpower to board-governed status.

INDEPENDENT INSTITUTIONS

Public Colleges

The 10 public colleges in Alberta are governed by independent boards under the authority of *The Colleges Act*. The colleges are supported by the province through operating and capital grants and their programs are coordinated under policies administered by Alberta Advanced Education and Manpower. Since each college is required to provide detailed information in an annual report to the Minister, only highlights of each college's operations are presented here.

Fairview College

Chairman, Board of Governors: Ian Macdonald
President: Fred J. Speckeen

Fairview College has shown substantial and surprising growth since the establishment of the Board of Governors in 1978. It has established itself firmly as a dynamic and unique institution.

The 1981-82 year was dramatic in terms of growth and expansion at Fairview College. The campus development activities included major renovations, the completion of a residence complex to accommodate over 300 additional students and the construction of a new trades-instructional building. In addition to these projects, which changed the skyline of the town of Fairview, there was a significant increase in student enrolment both on campus and in the various Peace River centres served by Fairview College. The increase in enrolment was attributed to the better facilities, more effective recruiting, attractive courses and programs, and the College's emphasis on 'excellence'.

The College's five-year plan was updated and future program possibilities were priorized in cooperation with the Department of Advanced Education and Manpower. The plan as well as current and future program considerations, reflected the objectives of the College to meet the educational needs of individuals throughout the northwestern part of Alberta. In the College's plan special attention was placed on meeting the needs and interests of part-time students and Native people.

During 1981-82, the College assumed the responsibility for programming in MacKenzie North, thereby increasing its regional interests and responsibility. It also continued to serve as an "agent" for the North Peace Educational Consortium.

One college emphasis, that of year-round or 12-month programming and use of facilities, received special attention. This year-round use resulted again in Fairview College hosting Alberta Culture events which drew persons from throughout the province.

During the reporting year, the College became more active in international education. It is anticipated that this interest will result in exchanges and other kinds of programs with overseas nations. Fairview College is in a position to make major contributions to the education of overseas nations due to its location and programs.

Grande Prairie Regional College

Chairman, Board of Governors: Robert C. Elliott
President: Henry N. Anderson, to July 1981
Dorothy Rowles, since August 1981

Grande Prairie Regional College is a comprehensive post-secondary institution that is regional in orientation. The College is located in a vast geographic area of 239 989 square kilometres in Census Division 15 within the Peace Region with a population in excess of 100 000. It offers a wide spectrum of study areas from university transfer programs to career diploma programs to vocational training programs.

Grande Prairie Regional College received approval to offer a nursing education program, scheduled to start in September, 1982.

Construction has begun for a 135 bed student residence, as well as phase one of the College's Industrial Training Complex, both scheduled to be ready for occupancy in 1983.

Grant MacEwan Community College

Chairman, Board of Governors: William R. Lord
President: John L. Haar, to July 1981
Gerald O. Kelly, since August 1981

The college provides educational opportunities in para-professional careers and general education in direct response to community needs in Edmonton. College programs and enrolments have kept pace with the College's growth.

A survey of the College graduates was conducted during the reporting year. The survey covered 6 000 individuals (including full-time and part-time students) who graduated from business, community services, health sciences, communications, performing and design arts programs. Over 86 per cent of the 1981 graduates from 28 diploma and 15 certificate programs reported finding employment in their related field of study.

During the year, some changes were introduced in the responsibility of the Department of Continuing Education. While special projects and requests were handled through the Department of Continuing Education from the northeast Cromdale Campus, the outreach programs were handled through Outreach Departments from the Mill Woods Campus in the south end and the Jasper Place Campus in the west end.

During the year, some programs were reduced or cancelled and funds were diverted into other priority areas. Business and Community Services programs were the College's most popular areas in the 1981-82 period.

Keyano College

Chairman, Board of Governors: Roger A. Bernatzki
President: Doug A. Schmit

On October 2, 1981, Phase III of the new Keyano downtown campus in Fort McMurray was officially opened by Henry Kolesar, Deputy Minister of Advanced Education and Manpower. This phase included administration offices, a learning resources centre, recreational areas and student activities centre, as well as classrooms for career programs, academic upgrading and university transfer.

During the year, the College received approval to construct a 118 bed student residence adjacent to the downtown campus, and planning is in progress for the addition of a Nursing wing. The student residence was expected to be ready in mid-April l983. The Nursing addition was expected to be completed by September 1983 for a first intake of nursing students.

Several new programs were approved and offered for the first time in the 1981-82 academic year. Among these were: first year University Transfer, Third Year Electrician, Plumbing, Motor Mechanics and Third and Fourth Year Heavy Duty Mechanic. Aiso, two pilot programs were offered: Asphalt Paving at Kananaskis and Power Engineering, using Computer-Managed Learning. The latter was offered in cooperation with NAIT and SAIT.

Keyano College also continued to meet its provincial mandate in Heavy Industrial programming. The road-building program was administered from a Ponoka/Rimbey camp. A three week heavy-haul truck transport program was also administered from the same camp. The College delivered heavy equipment operating and upgrading programs to various counties and municipalities throughout the province, including the Alexis Indian Reserve. Discussions and preliminary planning were under way for the delivery of programs at Standoff, Gleichen and Little Red River.

Lakeland College

Chairman, Board of Governors: David Hines
President: Roy Murray

Lakeland College is a regional, interprovincial college extending east to west from Vegreville to Maidstone, Saskatchewan, and north to south from Grand Centre to Provost. The main administration offices are located in Lloydminster and Vermilion, with the majority of full-time programs offered at the residential campus in Vermilion.

The Vermilion Campus offered programs in agriculture, business, applied arts, technology, apprenticeship and pre-employment trades. The Lloydminster campus offered programs in business, vocational preparation, university transfer, apprenticeship and pre-employment trades. Regional campuses were located in six other communities – Bonnyville, Grand Centre, Provost, St. Paul, Vegreville, Wainwright, – and offered various combinations of vocational preparation, secretarial arts, and pre-employment trades.

During the year, the College received approval to deliver Electrical Apprentice, Plumbing Apprentice, and University Transfer programs. The College also submitted a number of new program requests including Horsemanship, Visual and Performing Arts, Heavy Duty Equipment Apprentice, Partsman Apprentice, Beef Production, Pre-Employment Trades and Rehabilitation Practitioner.

The College also received a significant capital grant for Vermilion to build a new residence and trades building, and to complete a conceptual design to renovate the old residence into an administration/cafeteria/resource centre/auditorium complex.

The College formed Regional Advisory Committees throughout the area to provide direction for the future and to evaluate the past year's performance. From this and other means of community needs assessment, many new courses were developed, especially in part-time credit mode. As a result, the total number of learners at Lakeland College increased from about 5 000 in 1980-81 to about 7 000 in 1981-82, an increase of 40 per cent.

Lethbridge Community College

Chairman, Board of Governors: George B. Lomas
President: G. Les Talbot

During 1981-82, the College continued to provide a broad range of academic programs to residents by offering a variety of certificate and diploma programs to full-time students as well as a vast number of courses to part-time students through Continuing Education.

Under the regional expansion of trades and technologies, the College has completed construction of additional residence facilities for students, and has begun instruction in Heavy Duty Mechanics Apprentice, Sheet Metal Mechanics Apprentice and Partsman apprentice. Some of the instructional programs were moved to two new locations off-campus due to overcrowding in the existing facilities. The situation may be partially rectified by the construction of a new Trades wing and a new Technology wing, both scheduled for completion during the summer of 1983.

A new certificate program in Retail Industrial Security, previously approved by the Department, was implemented in September 1981. A major review of the Registered Nurse Diploma program was completed and this program, extended from 75 weeks to 84 weeks with a significant increase in the clinical component, was introduced in September, 1981.

Planning for the extension of Drafting Technology to second year was completed for implementation in 1982-83; negotiations for transfer of students into Year II from the program offered at Medicine Hat College was completed. A new program proposal for Early Childhood Education has been approved by the Department for implementation in the coming year. A provincial Agricultural Computer Management Project has been undertaken by the College to assist agricultural producers in their financial and production management.

The College has implemented a new Instructional Certificate Program which will provide in-service training for all new full-time instructors in order to maintain and improve the quality of instructional delivery in all academic programs.

The College continued to develop its interest in the independent/individualized approach to educational delivery through expansion of Computer-Managed Learning packages and through the investigation of computer-assisted instruction. The acquisition of new computer hardware allowed the introduction of word-processing as part of the Secretarial Science and also provided for continued development of computer-driven projects in a variety of college programs.

Full-time equivalent enrolment for the College reached 2 121 in credit courses with an additional 11 221 part-time, non-credit registrations recorded in the Division of Continuing Education.

Medicine Hat College

Chairman, Board of Governors: Ken W. Lutes
President: Charles J. Meagher

Medicine Hat College continued to dedicate its efforts and resources to serving the post-secondary educational needs of southeastern Alberta. Significant annual growth in enrolment in 1981-82 indicated increased acceptance of the quality and variety of service being provided by the College.

During the winter semester, student housing became available for the first time. This valuable addition contributed yet another dimension to the service provided by the College.

The addition of Motor Mechanics to the apprenticeship program brought to five the number of trades being offered. It completed the College's entitlement under regional expansion program of the Department of Advanced Education and Manpower. Major site development and construction of new trades and technology buildings begun during 1981-82.

Funding for Fine and Performing Arts permitted the College to enhance both its educational and cultural contribution to the community.

Mount Royal College

Chairman, Board of Governors: Roy V. Deyell
President: Donald N. Baker

During 1981-82, Mount Royal College went through a period of organizational consolidation in the wake of the major changes in the administrative structure and the senior personnel made in the previous years. The earlier changes were seen as part of an on-going process and further changes are planned for 1982-83 in order to facilitate better planning, integration of functions and creation of manageable span of control.

During the year, a comprehensive redrafting of the College's academic policies was carried out. Many of the changes were stylistic, but some involved major substantive changes, including new policies on final examinations. Also, the Academic Council added two new committees on student affairs and academic planning to those it already had on programs and academic standards.

In 1981-82, the College added a new program in its Conservatory, the 'Academy' program, designed for gifted students from ages six to 16. This program was funded by a donation. The College also launched a credit-free program for senior citizens.

Preparation of an academic master plan was undertaken during the year, the elements for which were drawn together by the end of the year. The details and the priority-setting, however, remained to be completed. At year end, the College was moving rapidly to complete its academic plan in preparation for the development of a more complete educational resource plan needed for expansion.

Enrolments in credit programs rose from 4 885 in 1980-81 to 5 354 registrants in 1981-82 (up 9.6 per cent) and from 3 693 full-time equivalent students in 1980-81 to 3 924 in 1981-82 (up 6.3 per cent).

Olds College

Chairman, Board of Governors: G. Donald Robertson
President: Glen N. Crombie

Founded in 1913, Olds College is the oldest continually operating, publicly funded college in Alberta. It joined the fraternity of public colleges on April 1, 1978. Olds College is one of Canada's largest agricultural colleges and is located at the centre of a productive farming area 90 kilometres north of Calgary. The 32.4 hectare-campus offers a rural environment with its 485.6 hectare-College farm adjacent to the town of Olds.

During 1981-82, the 500-bed residence was home to a portion of the approximately 730 full-time students. The College served 3 000 non-credit continuing education registrants and hosted an additional 2 660 students in short courses, including students in farm orientation programs from 20 different countries. The College also was popular as a workshop and conference centre for agriculturists and related groups.

The academic offerings of the College included programs in Agriculture Mechanics, Agricultural Production, Agricultural Business, Agricultural Engineering, Apprenticeship, Agronomy, Floriculture, Farrier, Fashion Merchandising, Horse Husbandry, Horticulture, Secretarial Arts, College Qualifying, Correspondence, Animal Health, Meat Processing, and Continuing Education. During the year, new programs offered were: Surface Land Agent Diploma, the Dairy Farm Workers Certificate, the Expanded Opportunities program, and the Heavy Duty Mechanics Apprenticeship program.

In 1981-82, Olds College entered into an agreement with the Department of Agriculture to allow credit in Welding at Olds College for students who have completed the rural welding program offered by the Department of Agriculture.

The College completed planning for the Olds Community Resource Centre, a project involving participation by both the College and surrounding community in planning for a prototype joint-use facility. Development of a farmstead plan also was completed and planning begun on a high priority component to allow credit in Welding at Olds College for students who have completed components on the College farm.

Red Deer College

Chairman, Board of Governors: Edward Makarenko
President: William G. Forbes

Red Deer College serves central Alberta by providing educational, cultural and athletic opportunities to both students and the community. Academically, the College offers certificate and diploma programs, adult upgrading, technical programs, university-transfer and apprenticeship training programs. The Continuing Education Division offered an increasing variety of both credit and general interest courses.

The College offered its courses and programs to a number of outlying central Alberta communities, including: Drumheller, Olds, Stettler, Rocky Mountain House and Ponoka. A pilot project was developed to test out the feasibility of teleconferencing in the offering of university courses to students on the College campus.

The Music Program continued to be popular with its offerings of workshops, recitals and performances for the College and the community. The Music Conservatory has expanded significantly due to a strong demand from the central Alberta area. There was a 70 per cent increase in attendance at the summer workshop on music. The Music Program hosted the Alberta Coral Directors Convention and also the Canadian Band Directors Convention. The senior students in the Music Program were sent to Anaheim, California to participate in the National Association of Music Merchants International Convention. It is to be noted that the construction for the Fine and Performing Arts Centre has received funding approval from the Department of Advanced Education and Manpower, as well as a significant grant from the City of Red Deer. Actual ground breaking for the project is slated to begin sometime in May of 1983.

The College purchased a mini-computer and ancillary equipment this year, and has implemented a new management records system, an online registration system, and a word-processing system. Other systems that have been developed and implemented are as follows: capital inventory, computer-assisted instructional packages, and a financial and accounts payable data entry system.

Some of the developments in programs during the year included the following: a curriculum revision of the Nursing Program that provided an extension of the program by eight weeks, as well as an expansion of the numbers of students to be accommodated in the program; and expansion of the student quota in the Pharmacy Technician Program. The Learning Assistance Centre, which was designed to provide students with remediation in the area of basic academic skills, became fully operational and experienced a much greater demand from both students and instructors than was first anticipated. A Computer Systems Technology Program was approved for implementation. The College also received approval to proceed with the preparation of a program proposal for Drafting Technology.

An addition to the existing residences was under construction with an occupancy date of October, 1982. This new facility is planned to house 254 students in single units, apartments and townhouses, and will feature accommodation for handicapped students. Phase two of this residence development is slated to be completed by 1984, and would include an addition of about 135 beds.

Full-time equivalent credit program enrolments increased significantly from 1 580 in 1980-81 to 1 850 in 1981-82, excluding 260 full-time equivalent students enrolled in apprenticeship training programs. Ten trades programs accommodated at least one apprenticehip class each on campuses in Red Deer. Several of these programs were unique in the province. A 15 000 square metre trades and technology wing was under construction with a completion date of July 1, 1983.

Private Colleges

Alberta has a number of non-profit private colleges established by private acts of the Legislature. The following private colleges received financial assistance through operating grants from Alberta Advanced Education and Manpower under the provisions of *The Colleges Act.*

Camrose Lutheran College

Chairman, Board of Governors: Gail M. Stolee
President: K. Glen Johnson

Camrose Lutheran College, founded in 1910, is a co-educational residential college affiliated with the University of Alberta. The College, owned and operated by the Evangelical Lutheran Church of Canada, offered first and second year university courses in 15 programs leading to baccalaureate degrees. The College also offered an eight-month matriculation program, an upgrading program, as well as programs for certification and non-credit through the Department of Continuing Education. In 1981-82, there were 600 full-time high school and university students, and 58 part-time students.

The College offered students a wide variety of extra-curricular programs in drama, music, worship, recreation, intramural and intercollegiate athletics.

A science and classroom extension was completed and plans were being readied to begin the Faith and Life Centre.

Canadian Union College

Chairman, Board of Governors: L. Lloyd Reile
President: Neville O. Matthews

Canadian Union College, founded in 1907 and located at College Heights near Lacombe, is a private, co-educational residential college of liberal arts, science, and theology, and is owned and operated by the Seventh-Day Adventist Church. In affiliation with the University of Alberta, the College offered university transfer programs leading to baccalaureate degrees in a variety of academic disciplines and professions. It also offered a four year Bachelor of Theology program.

A distinct feature of the College is the integrated work-study concept in which students work in campus services and industries to help defray a portion of their tuition and living expenses. In connection with this program, the College operated a 1 133.2 hectare-farm and dairy, a modern furniture manufacturing plant, a well-equipped colour printing press, a modern book bindery and a specialty craft shop.

Students were encouraged to participate in a wide range of organized extra-curricular activities including an active program in choral and band music, athletic and physical fitness, and campus ministries.

In 1981-82, enrolment was 572 with 238 students registered at the post-secondary level and 334 at the secondary school level.

Concordia College

Chairman, Board of Governors: Edwin Lehman
President: Orville C. Walz

Concordia College in Edmonton is a co-educational liberal arts college affiliated with the University of Alberta. Established initially as a high school in 1921, it began including post-secondary classes in 1925. Courses in arts, science and education at the first-year university level have been offered since 1967, and at the second-year level since 1975.

The College is owned by the Alberta-British Columbia District of the Lutheran Church, Missouri Synod. *The Context is Christian – The Purpose is People,* describes its basic philosophy and its intent that Concordia serve its students as individuals in a personal manner. Enrolment is open to students of all backgrounds and faiths.

Concordia fosters a Christian life-style on campus and encourages a dual commitment to academic excellence and religious vitality. Total post-secondary enrolment for 1981-82 was 329.

Universities

The Universities of Alberta, Calgary and Lethbridge are governed by public boards under the authority of the *Universities Act.* Athabasca University has a unique unicameral governance structure under the authority of the *Universities Act.* The Banff Centre for Continuing Education is governed by the *Banff Centre Act.* These institutions are supported by the province through operating and capital grants, and their programs are coordinated under policies administered by Alberta Advanced Education and Manpower. Detailed information is available in the annual report which each institution submits to the Minister.

University of Alberta

Chairman, Board of Governors: John L. Schlosser
President: Myer Horowitz

The first session of the Legislative Assembly of the Province of Alberta began on March l5, 1906. During that session, Edmonton was chosen as the provincial capital and a bill was passed authorizing the establishment of the University of Alberta. In 1907, it was announced that the University would be located in the new City of Strathcona (a municipality later to be incorporated as part of the provincial capital). Thus, for three-quarters of a century, the province, its capital and its first university have grown together not only in the size of population, but also in the determination to meet the needs and just aspirations of the people of Alberta. The diversity of courses offered and research undertaken at the University of Alberta reflects that determination.

The goal of achieving academic excellence was advanced in 1981 through a number of important initiatives. Outstanding scholars, Dr. M. M. R. Freeman from Ottawa, and Dr. H. P. Baltes from Lausanne, Switzerland, were appointed to the prestigious Henry Marshall Tory Chairs in Anthropology and Electrical Engineering, respectively. These appointments, as well as the establishment of a fund for the support of International Development Activities, evolved from the creation in 1980 of The University of Alberta Endowment Fund for the Future.

The appointments of new Post-Doctoral Fellows in the humanities and social sciences through the Mactaggart Fellowship Fund were made possible by a donation of land by S. A. Mactaggart of Edmonton. The land, situated near the University's Ellerslie Research Station, will be a wildlife preserve for use by biologists and others.

Construction was begun on The University of Alberta Fieldhouse and new student housing in the East Campus area, and approval was also given for the site and construction of a University Tennis Centre at Michener Park. All facilities will be completed in time for the 1983 World University Games – Universiade '83 – in July. These structures will not only enhance the teaching programs in the Faculty of Physical Education and Recreation, but will also be available as a recreational resource to students and the general community alike.

The University Senate also held special off-campus meetings in Edson, Hinton and Jasper. The report of the Senate *Commission on University Purpose* will be issued in April, 1982.

On the eve of the University's 75th Anniversary, former University President Dr. Walter H. Johns published his book entitled *A History of the University of Alberta, 1908-1969*. The anniversary year will be marked by international symposia, exhibitions, displays, special publications and community events – all emphasizing the anniversary theme: "The University of Alberta 1908-1983, Scholarship and Innovation: What We Do Affects You".

The 1981-82 full-time Winter Session enrolment numbered 19 571 and part-time enrolment numbered 10 368. A total of 4 652 degrees, certificates and diplomas were awarded during the academic year.

University of Calgary

Chairman, Board of Governors: Ross A. MacKimmie
President: Norman E. Wagner

The reporting year was one of growth at The University of Calgary, which saw its full-time student population increase by 9.3 per cent, to a total of 12 106. In September, 1981, a number of new programs were implemented with conditional grants from Alberta Advanced Education and Manpower: Master of Environmental Design (Industrial Design); Bachelor of Education (Early Childhood Education); Master of Nursing; Doctorate in Educational Curriculum and Instruction (Language Arts); Master of Fine Arts (Theatre); and Master of Music (Applied Music). In addition, conditional grants enabled the implementation of an expansion of the Geophysics Programs, and a Minor Program in Computer Engineering. A new Master's Program in Communications Studies, also approved for 1981-82, is expected to be in high demand in 1982-83.

The magnitude of the enrolment increase exerted unprecedented pressures on the University's human and fiscal resources. In order to meet the demand with the resources available, the university reduced the total number of courses and course sections in 1981-82.

Total research funding to the university increased in 1981-82 to $20.5 million, an increase of some 29 per cent over 1980-81. The Natural Sciences and Engineering Research Council remained the principal sponsor, with other significant grants made by the Medical Research Council, The Applied Cancer Research Fund of Alberta, and the Alberta Oil Sands Technology and Research Authority. In total, some 150 government, private and corporate sponsors supported the research enterprises of the University.

The Alberta Heritage Foundation for Medical Research continued to have a strong impact on research activities in medicine and the related sciences. Some $3.3 million were awarded in 1981-82 in research and equipment contracts, fellowships and scholarships, for a total of 229 awards. The substantial increases in research funding placed an unprecedented demand on support services, particularly laboratory space.

The University of Calgary continued its activities in the Calgary Research and Development Authority (CRDA), a joint project with the City of Calgary and the Chamber of Commerce. During the year the CRDA concluded negotiations for 485.6 hectares in the Spy Hill area which were made available for research park development.

The Faculty of Fine Arts' new experimental theatre, the Reeve Theatre, opened officially during the year. Also, The University of Calgary Press continued to develop, with planning focused on a journal publishing program.

Funds from private sources were beginning to have a major impact on the enrichment of certain academic programs at the University. Notable gifts and programs in 1981-82 included the following: major contributions to the academic computing system from Control Data Canada and Honeywell; completion of the campaign to endow a Chair in Petroleum Engineering; the establishment of the Julia McFarlane Unit in Diabetes Research; and the Christie Unit in Obstetrics and Gynaecology, and the Pain Clinic and Research Unit in the Faculty of Medicine. The capital gifts were matched in kind by the 1980's Advanced Education Endowment Fund, and the income generated from endowments was also matched by this Fund.

With the awarding of the 1988 Winter Olympics to the City of Calgary, and the projected involvement of The University of Calgary through the location of the Athletes Village and facilities on campus, steps were taken to establish an appropriate academic planning framework to minimize potential disruptions of the regular academic program in 1987-88, and to benefit from the positive features of this unique event.

University of Lethbridge

Chairman, Board of Governors: R. Phillip M. North
President: John H. Woods

A liberal education institution, the University of Lethbridge offers instruction leading to undergraduate degrees in Arts and Science, Management, Fine Arts, Music, Education, and Nursing. Pre-professional instruction for transfer to other universities was available in 14 professional disciplines such as forestry, pharmacy, medicine and law.

To provide a variety of educational opportunities, the University of Lethbridge offered credit and non-credit courses at accessible locations and times on campus and in some seven surrounding communities.

The first graduates from the new Schools of Management and Nursing were acknowledged during the 1981-82 year. Plans were well underway for the establishment of two new programs: a masters degree in education and a cinematic arts program.

Budgetary increases have topped more than 90 per cent since 1978-79, bringing the current budget to $19.5 million. The capital budget has also grown substantially, owing in part to the addition of the $22 million Performing Arts Centre, perhaps the most technically sophisticated teaching and performance facility for art, music and drama in Canada.

Major funding allocations for internationally respected speakers, conferences on important national concerns and other special programs have provided educational opportunities for students outside the classroom. Prominent speakers such as journalists Doris Anderson and Barbara Amiel, Arctic explorer Joseph MacInnis and political philosopher C.B. Macpherson have contributed significantly to the total learning atmosphere. Conferences on the Canadian film industry, and government and the market economy attracted national media attention.

During the year, the academic research of the University was consolidated with the establishment of a special assistant for research to the vice-president, academic. Also, research grants to the University from external agencies have never been higher.

Full-time enrolment has increased from 1 500 in 1980-81 to 1 800 in 1981-82. Full-time academic staff has also increased from 180 in 1980-81 to 200 in 1981-82.

Athabasca University

Chairman, Governing Council: John Elson
President: Stephen Griew

Athabasca University is an open university using distance education methods to provide adult Albertans with access to higher education. During the year its degree programs included

Bachelor of Administration, Bachelor of of Arts and Bachelor of General Studies (Applied or Liberal). General transfer programs at the first and second-year levels also were offered together with specialized transfer programs in Social Work, Post-RN Nursing, and Post-Basic Nursing.

Athabasca University has minimal admission requirements and a flexible instructional system. Programs were designed to meet the expressed needs of its students, most of whom study part-time, while pursuing regular occupations. Students throughout Alberta were reached using self-instructional materials, supplemented by telephone tutoring; radio and television programs; teleconferencing; and small, regional seminar meetings.

Offices in Edmonton, Calgary and Fort McMurray offered a wide range of services to students, such as on-line registration; career, educational, and personal counselling; on-site course materials distribution; examination supervision; and limited library resources. Nine other facilities within the province were available to serve students.

The major activities and achievements of the University during the year included the following:

- Athabasca University was admitted as a full member of the Association of Universities and Colleges of Canada;
- Nearly 20 per cent more courses were available for students as compared with the previous year, due to the recently instituted course development program;
- A total of 5 314 students enrolled in Athabasca University, taking three or six credit courses, producing a total of 7 059 course registrations. The majority were female, representing 62 per cent of the student body. Sixty per cent reported that they lived in an urban environment. About 70 per cent were reported to be residents of Alberta;
- The university's regional services network increased significantly, with the regional offices in Calgary and Fort McMurray being upgraded. Plans for expansion and refinement of a regional service system were being prepared for implementation in 1982-83;
- The university undertook considerable developmental work on TELIDON – a federal government video – technology system. This system has become widely known and was in use at seven other Canadian universities; and
- Proposals to design the university's permanent headquarters in the town of Athabasca were received from many architectural firms. In October of 1981 the university appointed Wayne H. Wright Architects Ltd. of Edmonton as project architect. The facility will be available for occupancy in 1984.

The Banff Centre for Continuing Education

Chairperson, Board of Governors: Carolyn Tavender
Director: David S. R. Leighton

During 1981-82, the Banff Centre for Continuing Education has continued to grow in virtually every facet of its operation, from education programs to campus development. The Banff Centre has undergone unprecendented development to emerge as a world leader in professional training for the arts and for management.

A key element in the development of The Centre has been the success of the Winter Cycle for young artists, which took place at the School of Fine Arts from September through April. Along with advanced music studies and visual arts, full-term programs in music theatre, technical theatre and electronic and film media were introduced in 1981. The final phase of the Winter Cycle development will see the addition of advanced writing and arts journalism in 1982-83.

The Banff Festival of the Arts, with events scheduled from May through August, provided young artists with performance experience in a professional context before paying audiences. This festival has become a regular feature on the Canadian cultural scene. Highlights of the summer-long festival included the residency of the Calgary Philharmonic Orchestra. The centenary of the birth of the Hungarian composer Bela Bartok was marked with special concerts, highlighted by a visit of several distinguished guests from Hungary, including the composer's son.

The 1981 summer session brought a total of 910 students of very high quality. Of these 75 per cent were Canadian, 21 per cent were from the United States, and four per cent from other countries. The Winter Cycle, September to April, welcomed 135 young artists – 76 per cent from Canada, 18 per cent from the United States, and six per cent from other countries. Auditions were held across Canada and in several locations in the United States in February.

The second annual Banff Centre School of Fine Arts National Award was presented to Montreal artist Charles Gagnon at the annual scholarships and awards night, July 17th, 1981. The award recognizes a distinguished and continuing contribution to the development of the arts in Canada.

The School of Management took a major step in the development of a five-year expansion plan, which received approval from the Board of Governors. Resource Management programs held their first annual Banff National Resource Conference, entitled *Canada's Forests: Transition to Management*. This national event was introduced to provide a forum for the balanced discussion of issues related to the intelligent management of Canadian natural resources, and to arrive at an agenda for action. Cultural Resources Management programs hosted the first Canada Cultural Industries National Conference on Records, Books and Films, in which leaders of these industries met to recommend a future plan of action for Canada's cultural industries.

Conference Services brought a record number of conferences to The Banff Centre from Alberta and across Canada, as well as a number of major international conferences. At the same time, Conference Services maintained an important service to the community, providing a meeting centre with unparalleled facilities to hundreds of groups, large and small, at modest rates.

Campus Development made significant strides this year with the completion of one major capital building project, and the drafting of architectural plans for two more. The new Single Staff Residence was completed in July, 1981. Design work continued on the proposed Campus Activities Building and construction was scheduled to start June, 1982, with anticipated completion by September, 1983. Design work also continued on a facility to replace the photography studio destroyed in the Crich Hall fire. A number of renovations were completed to accommodate the major requirements of the School of Fine Arts in its year-round programming.

Community Consortia

Five Community Consortia were established in regions of the province not previously served by post-secondary institutions. Community Consortia are associations of institutions working cooperatively, and in close association with local citizens, to provide post-secondary programs. Located in Pembina, Peace River, Yellowhead, Chinook and Big Country regions, the Consortia provided smaller communities with credit programs leading to a diploma, degree or certificate being awarded by a participating institution or a recognized licensing body. The Consortia were also active in preparing students for the General Educational Development (GED) examinations and in counselling adults.

Big Country Educational Consortium

Chairman, Board of Directors: Glen Crombie
Coordinator: Alan Whittal

The Big Country Educational Consortium began in February of 1981. Included among the member institutions serving Drumheller, Oyen, Hanna, and other towns in the surrounding region were Athabasca University, the University of Calgary, Red Deer College, Olds College, Mount Royal College, Medicine Hat College, the Southern Alberta Institute of Technology and AVC – Calgary.

The first class to complete a full certificate program will graduate in the spring of 1982. About 50 are expected to graduate from various programs including Secretarial Arts, Academic Upgrading, Heavy Duty Mechanics and Refresher Nursing. The enrolment of 150 full- and part-time students in October 1981 included students in these programs as well in Business Administration, Agricultural Mechanics and Early Childhood Development. In addition to these programs, individual courses were teleconferenced through the University of Calgary and the Southern Alberta Institute of Technology.

Chinook Educational Consortium

Chairman, Board of Directors: Les Talbot
Coordinator: Allan Wilcke

The Chinook Educational Consortium was established in early 1981 and included the University of Lethbridge, Lethbridge Community College, Southern Alberta Institute of Technology, AVC – Calgary and Athabasca University. Offices were maintained in both the Crowsnest Pass (Blairmore) and Pincher Creek to facilitate the planning and delivery of program offerings in these areas.

The October 1981 enrolment figure for the Chinook Educational Consortium was 70 full-and part-time students in programs and courses, such as academic upgrading, commercial clerk-typist and employment related areas. Teleconferencing units have been purchased in anticipation of proposed program offerings focusing on this delivery mode.

North Peace Adult Education Consortium

Chairman, Board of Directors: Fred J. Speckeen
Coordinator: Harold Wynne

The North Peace Adult Education Consortium was established in 1978 in response to local demands for educational opportunities in the Peace River region.

This Consortium, the first of its kind in Alberta, included Grande Prairie Regional College, Fairview College, AVC – Grouard, Athabasca University, the University of Alberta, the University of Calgary and ACCESS Alberta.

This Community Consortium offered a variety of programs through which students can achieve such goals as Academic Upgrading, Clerk-Typist Certificates, Business Certificate and Bachelor of Administration, Arts and General Studies Degrees. The Adult Education Centre facilities were also used by the Further Education Council and other community organizations to offer many additional non-credit courses. In October, 1981 there were 425 full-and part-time students enrolled in the North Peace Adult Education Consortium.

Pembina Educational Consortium

Chairman, Board of Directors: Gerry Kelly
Coordinator: Brian Minielly

The Pembina Educational Consortium serves the Drayton Valley region and has as its participating members, the Alberta Petroleum Industry Training Centre, AVC – Edmonton, Athabasca University, Grant MacEwan Community College, NAIT, the University of Alberta, and ACCESS Alberta. Programs were offered in the fall of 1981, and 50 full and part-time students were enroled in areas such as Clerk-Typist, Canadian History, Truck-Driving, Accounting, Psychology, Micro-computers, Obstetrical Nursing Update, Early Childhood Health, Nutrition, and Personnel Management. The Consortium has a Plato computer-assisted instruction terminal and a teleconferencing capacity.

Yellowhead Region Educational Consortium

Chairman. Board of Directors: Michael Porter
Coordinator: Jack Pleckaitis

The Yellowhead Region Educational Consortium is an association of institutions including AVC – Edmonton, the University of Alberta, Athabasca University, Grande Prairie Regional College, Grant MacEwan Community College, the Northern Alberta Institute of Technology and ACCESS Alberta. This Community Consortium serves the region, including the towns of Hinton, Jasper, Edson and Grande Cache.

The coal industry was actively developing new projects in the Hinton-Edson region and this had definite program implications for the area. In 1981-82, this Consortium offered programs in areas such as Academic Upgrading, Business Education, Business Administration, Early Childhood Development, Visual and Performing Arts, university degree courses and employment-related programs. In October 1981, 400 full- and part-time students were enrolled. The Yellowhead Consortium also participated in the re-broadcasting of educational television programs.